



European Agency for Safety and Health at Work



Annual Report 2013



European Agency
for Safety and Health
at Work



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We are working for safer, healthier
and more productive workplaces in the European Union.

Foreword by the Director and Chair of the Governing Board

The year 2013 has been one of achievements and challenges for us at the European Agency for Safety and Health at Work (the Agency). Against a difficult policy and economic background, we developed and approved a multiannual strategic programme to take us forward from 2014 to 2020. The new strategic programme aims to contribute to the objectives of the Europe 2020 Strategy, and thereby to the creation of a smart, sustainable and inclusive European economy, and takes into account the effects of the challenging policy environment.

At a time when discussions are ongoing on the final form that the successor to the EU Strategy for Health and Safety at Work (2007–12) will take, it is all the more important that the Agency has a clear view of how it can best reach out to workplaces across Europe to promote occupational safety and health (OSH) in the medium term.

We have identified six priority areas and 12 topics on which the new strategic programme will focus. The priority areas are: (1) anticipating change and new and emerging risks for OSH — through our Foresight activities; (2) facts and figures — gathering and disseminating information for researchers and policy-makers through our European Survey of Enterprises on New and Emerging Risks (ESENER), overviews and opinion polls; (3) tools for the management of OSH — primarily through our Online interactive Risk Assessment (OiRA) project; (4) raising awareness of OSH — through the Healthy Workplaces Campaigns and other awareness-raising activities; (5) networking knowledge — primarily through the development of OSHwiki; and (6) networking — at both strategic and operational level — and corporate communications.

Our new strategic programme takes on board the recommendations of a mid-term evaluation of the 2007–13 strategic programme, one of which was that we refine our target groups and tailor the information we provide to more closely meet their needs. It also addresses a request from the Interinstitutional Working Group on Decentralised Agencies that all EU agencies work in an efficient, transparent and accountable way. As a result, we are adopting an activity-based management and budgeting system and a ‘portfolio’ approach to our activities. This will enable the Agency to make the best use of its resources by being more flexible and responsive to the needs of individual Member States and social partners. It also means that staff will work more closely with the national focal points in planning activities, and the planning of those activities will need to start much earlier.

The past year has seen some significant achievements and successes for the Agency. The 2012–13 Healthy Workplaces Campaign concluded with a summit held in Bilbao in November, which brought together around 300 delegates from across the EU. This campaign — Working Together for Risk Prevention — was our most successful to date, involving more activities and supported by more official partners and other participants than ever before. The campaigns are the Agency’s flagship awareness-raising activity and an important way of reaching workplaces, particularly micro and small and medium-sized enterprises (SMEs), which comprise more than 99 % of businesses in Europe.

The key to the success of this campaign was to be found in its slogan, highlighting the importance of working together. This applies not only to workers and managers but also to Member States supporting each other and helping to build capacity in countries that have recently joined the EU. Working together is also at the heart of the Agency’s activities. Another strong focus of the campaign was the importance of good leadership in motivating workers to get involved and take responsibility

for their own and others safety — effectively encouraging everyone to take a lead in the workplace and become an ‘OSH champion’. This campaign demonstrated that taking the right approach and having the right tools will get the message across very effectively.

One of the highlights of every campaign is the Healthy Workplaces Good Practice Awards, which recognise the achievement of organisations that have developed innovative ways of promoting safety and health in the workplace — in this case by management and employees working together. The 2012–13 campaign also saw the first Enterprise Europe Network (EEN) OSH Award, an initiative by the Agency and EEN to recognise outstanding promotion of safety and health in the workplace. Both awards include a focus on the achievements of SMEs and micro enterprises.

The ‘Benchmarking in OSH’ event, held in Brussels in June, was another important part of the 2012–13 campaign and another ‘first’ for the Agency. This brought together OSH professionals and policy-makers to share lessons learned, exchange good practice and discuss strategies for improving safety and health in the workplace through working together. This event was an initiative developed by the campaign partners and is another good example of the Agency working in partnership with its stakeholders. It proved very successful as a way of ensuring that the collaborative work on risk prevention will go on long after the campaign has ended.

One of the key influences on the Agency’s multiannual strategic programme for 2014–20 is the demographic change in Europe, in particular the ageing population. In the past year, we started work, at the request of the European Commission, on a European Parliament pilot project on the safety and health of older workers in the workplace. This project will run until 2015, with the aim of understanding the challenges to safety and health that older workers face in the workplace. The project will look at what policies are already in place, examples of good practice to maintain and extend the employability of older workers, and how we can facilitate the return to work of older workers who have been on long-term sick leave.

Another important theme for the Agency is women in the workplace. In 2013, we published a major report on the new risks and trends in the safety and health of women at work — in particular the impact of work on women’s health and risk factors particular to women. This major review made an important contribution to the literature not only on women at work but also on older workers.

There have been significant developments in OiRA over the past year. Nine new tools were published, bringing the total available to 15, and around 50 more are under development. OiRA is the cornerstone of the Agency’s work in promoting safety and health in workplaces across Europe. It is recognised as the way forward in improving the management of OSH in SMEs. By providing free, user-friendly tools, it makes risk assessment easy, especially for small organisations with limited resources. There is now an OiRA community working together across Europe to develop and refine tools.

Finally, one of the most significant ‘projects’ for the future of the Agency was the move to new offices, which was successfully completed in December. We maintained normal service throughout the move. The new premises not only provide better working conditions for our staff and visitors but also have allowed us to make significant savings in rental costs — which is particularly important in the current climate of reduced budgets and the need to be more efficient.

Looking ahead to 2014, we anticipate that our seat agreement with the Spanish Government will be signed early in the year. This is important to secure the Agency’s future in the long term.

We will also embark on the first full year of activity-based management and budgeting and the new portfolio approach to our activities. This will be important in helping the Agency to achieve its aims in an accountable way and make the most of its resources in times of budget constraints. It will also strengthen our links with our network of focal points, as they will be more closely involved in planning our activities from an early stage.

We look forward to the launch of the 2014–15 Healthy Workplaces Campaign — Healthy Workplaces Manage Stress — in April. We have already received a lot of positive feedback from Member States on the choice of topic, because stress and psychosocial risks are regarded as a difficult and sometimes neglected area of OSH and a major challenge to be addressed, particularly for SMEs. This campaign will play a key role in raising awareness of stress in the workplace, get people thinking and talking about it and help to fill that gap. Although the emphasis of the 2014–15 campaign has shifted to psychosocial risks, it will continue to highlight the importance of worker participation and good leadership, which contributed to the success of the 2012–13 campaign.

For the first time, the Agency’s flagship survey, ESENER, will be extended to micro enterprises in 2014. This will provide us with sound evidence-based data that will help us to understand the challenges that these very small organisations face and what they need from us to help them manage safety and health in the workplace.

This will be an important year for the Agency’s OSHwiki project, which aims to provide high-quality, evidence-based information on a range of OSH topics, written and edited by a closed community of approved authors. This project attracted a lot of interest at the Healthy Workplaces Summit in Bilbao in November 2013. It will be launched at the World Congress on Safety and Health at Work in Frankfurt in August 2014.

We will also continue our core work — promoting safety and health in Europe’s workplaces through our intermediaries, stressing the point that managing OSH is all the more important in difficult economic times, as the benefits are greater than the investment required, and providing high-quality information and user-friendly tools to make managing safety and health in the workplace easier for SMEs.

We would like to thank our network of focal points and other partners and stakeholders, who play such an important role in our success in reaching our end users. We would also like to pay tribute to all the staff at the Agency for their excellent work throughout the year.

Christa Sedlatschek, Director



Christa Schweng, Chair of the Governing Board



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We anticipate new and emerging risks; we identify and share good practice and advice.

Key activities in 2013

1 Collecting and analysing information

The European Risk Observatory

Foresight project

Foresight projects take a scenario approach to identifying and anticipating emerging occupational safety and health (OSH) risks in the longer term. They begin with a state-of-the-art literature review, which is followed by a series of workshops to debate the implications for OSH of technological developments or changes in society using a scenario tool. This is an especially useful tool for policy-makers, helping them to anticipate future trends. In

the current foresight project — green jobs — the most relevant scenarios identified related to the effects of the difficult economic climate in Europe, society's increasing adoption of 'green values' and the rate of technological innovation.

In 2013, the Agency launched its new web page dedicated to OSH in green jobs and published the findings of the 2012 Foresight project — 'Green jobs and occupational safety and health' — the main report in English and a summary report in six languages. Green jobs is a fast-growing and relatively young sector, which means that there is a lack of information on the potential risks and a relatively inexperienced workforce, which increases the risk of accidents and work-related ill health. Within green jobs, the eight areas identified in relation to safety and health were bioenergy and applications of biotechnology; waste processing; green transport; green manufacturing and robotics; electricity generation, transmission; distribution and storage; wind energy; green buildings; and small-scale solar energy. The Agency followed up on the findings of the foresight, project exploring in more depth the last three areas, and published a full report on



OSH and wind energy and two e-facts and hazard identification checklists intended for use in workplaces, on green buildings and small-scale solar energy. An e-fact and a hazard identification checklist will follow for wind energy in 2014.

The Agency held a workshop in Bilbao on 12 and 13 November with 25 national focal points to raise awareness of the OSH risks in green jobs identified in the green job foresight project and to introduce them to the scenario tool produced and train them to use it, so that they could take it back and encourage policy-makers in their countries to use it. A number of the focal points commented that they had been sceptical about the scenario tool at first but felt that it had really opened their minds to new perspectives over the course of the workshop. The findings of this first workshop will be published in 2014. A similar workshop, organised in collaboration with the Electricity Committee of the EU sectoral social dialogue and focusing on the new and emerging risks in the electricity sector identified in the foresight project, is planned for March 2014.

In 2013, the Agency commissioned a scoping study from the Institute for Employment Studies (UK), which will make proposals about which new and emerging OSH trends and challenges are most relevant to explore in the next large-scale foresight study (to start in 2015), accompanied by recommendations concerning the most suitable methodology. The project has four phases and the first two elements were carried out in 2013. These comprised a literature review of foresighting research with a focus on OSH, as well as of literature that throws light on any aspect of the future of work that may have consequences for OSH, and telephone interviews with 20 experts and stakeholders, including representatives of the Agency's Prevention and Research Advisory Group (PRAG). The project will continue in 2014 with an online survey of a larger audience of experts and stakeholders, including national focal points, and an expert consultation on the choice of foresighting methods adapted to the selected foresight topic(s).

The Agency also commissioned a state of the art review on 'current and emerging OSH issues in the healthcare sector, including home and community care'. In the communication from the European Commission to the European Parliament, 'Towards a job-rich recovery', the Commission identified health- and social care as one of three key sectors with a high employment potential in the future. Employment in the EU health- and social care sectors is growing fast owing to the ageing population and the expansion in services to better meet the rising demand for high-quality personalised care and professional social services.

The size and rapid growth of these sectors (twice the growth in employment overall) suggests that they will remain a key driver in providing new jobs in years to come. Demand for care services in people's homes is expected to increase as a result of the ageing population in all Member States, combined with the expected decline in the number of potential carers within family circles. Most studies of OSH in healthcare have focused on care in hospitals and residential homes, so there is a lack of information on home and community carers.



The aim of this project was to identify current and emerging OSH risks for healthcare professionals, including those working in community and home care. To do this, the study identified: the main differences in healthcare systems across Europe, the main societal and demographic changes that would have an impact on OSH in the healthcare sector, the different types of healthcare professionals (for example, qualified versus unqualified, working in hospital or another institution versus working in people's homes), the main risks involved in the work and the work environment of healthcare professionals, the workers who are most at risk, the impact of the European Commission Directive on Cross-border Care, and how the OSH of homecare workers is managed at a national level.

The project consisted of two activities that provided the information and data required: desk-based research and a questionnaire that was distributed to national focal points in May 2013. The results from the questionnaire gave a clearer picture of how healthcare workers' real-life experiences compared with the information collected from the literature. The findings of the desk study will be integrated with the data from the questionnaire in the final report, which is due to be published in 2014.

OSHWiki — networking knowledge

OSHWiki is the Agency's collaborative website, designed to provide authoritative, up-to-date information on OSH and a platform for OSH professionals to network in an online community. It is set to become increasingly important as a cost-effective way for the Agency to reach its end users. Although OSHwiki will be accessible to all, in order to maintain quality only approved authors can add content, edit or translate articles. There are 12 main topic categories: OSH in general; OSH management and organisation; prevention and control strategies; physical agents; dangerous substances; ergonomics; safety; work organisation; psychosocial issues; health; sectors and occupations; and groups at risk.



OSHWiki – connecting the OSH community

Five reasons to join the online community:

1. Professional benefit
2. Personal benefit
3. Networking
4. Synergy
5. Worldwide reach

Who can contribute?

Anyone from recognised professional and scientific organisations is eligible.

How do I join?

To obtain access to our webpage or to register as an author, contact: info@oshwiki.eu



In 2013, 121 new articles were commissioned, written and approved, and another 28 new articles are under development. The Agency produced a flyer to raise awareness of the project and recruit potential collaborators. It also ran an OSHwiki stall at the Healthy Workplaces Summit in Bilbao in November, which attracted a lot of attention from potential authors and general readers. The project has also sparked international interest from OSH organisations in the USA, Australia, Singapore and Chile. In 2014, the aim is to publish the articles under development, to recruit more authors and to adapt and transfer material that is currently on the Agency's website. OSHwiki will be officially

launched to the public at the World Congress on Safety and Health at Work in Frankfurt in August.

Work-related cancer

Occupational cancers are one of the major causes of work-related fatalities. However, many are considered avoidable. In 2013, the Agency carried out new research in this area as part of its long-term activities on work-related diseases. Following up on a September 2012 workshop on carcinogens and work-related cancer, it prepared a state-of-the-art report on the subject. The aim of the workshop — hosted by the German Ministry of Labour and Social Affairs in Berlin, with 60 participants from across Europe — was to summarise the current understanding of exposures to carcinogens and the causes and circumstances of work-related cancer, as well as the approaches to rehabilitation of workers affected by cancer.

There are different ways of approaching the subject of monitoring work-related cancer. The traditional way has been to identify carcinogens to which workers have been exposed and to recognise diseases when it has been proven that the exposure is directly related to a specific cancer and consider what prevention measures can be taken. This study also looks at other approaches, such as identifying cancers that are frequently diagnosed in workers in a particular occupation and looking at cancer risk factors, but also looking at the wider working conditions and the combination of risk factors and identifying which workers are most vulnerable and which professions are most at risk.

The Agency selected specific topics highlighted in the conclusions of the workshop as the focus of its report. Research on the links between occupations and exposures to carcinogenic substances has been very helpful in identifying the contribution of work-related factors to some of the more widespread cancers and supporting priority-setting for prevention. Therefore, up-to-date and complete information is vital. The report looks at data from real workplaces, collected from a number of sources using different methodologies, such as exposure databases and worker surveys, to assess the extent of exposure to carcinogens and estimate how many people may be affected.

However, it is also recognised that such data do not necessarily provide the full picture. There are factors other than exposure to dangerous chemicals to be considered — for example, shift work is a risk factor for breast cancer, and there are other contributing factors such as static work — and there are gaps in our knowledge about some vulnerable people. The report identifies particular groups about whom more information and exposure data should be collected: female workers, service professionals, young workers and maintenance workers. Another area addressed and identified as a topic for further research and action is the return

of people who have had cancer to the workplace. The report is to be published in 2014.

In 2013, the Agency published a report — ‘New risks and trends in the safety and health of women at work’ — which presented, among many other gender-related issues, an update on research into work-related cancer in women.

Older workers project

This major pilot project — ‘Safer and healthier work at any age: occupational safety and health in the context of an ageing workforce’ — began in June 2013. In response to a mandate from the European Parliament, the project aims to understand the OSH challenges that older workers face. It will look at what policies are already in place, what tools and guidance are available to help with the management of OSH in an ageing workforce, examples of good practice to maintain and extend the employability of older workers, ways of facilitating the return to work of older workers after long-term sick leave, and gender-related issues.



The aim is to identify priorities and the main drivers and obstacles to effective policy implementation. The preliminary results were presented at a conference at the European Parliament in December at which stakeholders were able to make comments. The proceedings were published on the EU-OSHA website in January 2014. The Agency also gave presentations on the project at the Fit for Work Europe Annual Summit in Brussels in October and the European Trade Union Institute Conference, also in Brussels, in March. Qualitative research will begin in 2014 and the results of all parts of the project will be analysed in 2015. The final results will help policy-makers develop a more holistic approach to OSH across Europe.

The benefits of investing in OSH

In May, the Agency launched a case study project on the benefits of investing in OSH, with a focus on micro and small and medium-sized enterprises (SMEs). The Agency’s stakeholders, particularly governments and trade unions, consider that small businesses in particular are not doing enough to promote OSH in the workplace. As SMEs account for over 99 % of enterprises in Europe, this is a major obstacle to be overcome. The reason is often insufficient awareness of potential risks or of the employer’s responsibilities or a perceived shortage of resources. This study aims to make a strong business case for investing in OSH by opening employers’ eyes to the benefits that good OSH can bring to small businesses.

The cost of accidents and ill health at work

At a time when many Member States face difficult economic circumstances, it is important to have the tools to raise awareness of the value of investing in OSH and to provide policy-makers with facts and figures that they can use to make the economic case for taking action on OSH. Therefore, in 2013, the Agency prepared a report — ‘Estimating the cost of accidents and ill health at work’. The project examined the methodologies used in the economic modelling of the costs of poor or non-existent OSH to national economies. The aim was to find out what was behind the figures produced by Member States and to discover what lessons could be learned from the approaches used. It involved reviewing the best and most relevant studies carried out at national level, critically comparing methodologies and making recommendations for future research.

The report, which will be published in the first half of 2014, will be presented and promoted, along with the Agency’s report on the benefits of investing in OSH in SMEs (see section 1.5), at a seminar planned in collaboration with the Dutch focal point for mid-September.

The Agency plans to build on the report by using the results to progress from examining the methodologies used by Member States to focus on finding the best methodology to use at the European level. It will begin work to put a figure on the costs of non-OSH in the EU. There is a high demand for this and it is an exciting new area of activity for the Agency. However, there will be major challenges to face, as there is currently little harmonisation and the picture is fragmented. The ultimate aim is to develop a model for calculating the cost of poor safety and health and of illness and accidents in the workplace that will give a highly credible estimate at the European level.

Reproductive hazards in the workplace

The subject of risks to reproductive health in the workplace is one that remains poorly understood. In general, very little compensation is available to workers affected by occupational reproductive hazards. Data on the subject are often poor and incomplete. Guidance and legislation focus on pregnant women in the workplace, while, for example, little action is taken on the risks to male workers. It is an area about which there is a lot of awareness-raising to be done.

In an attempt to improve this situation, the Agency commissioned a report in order to gain an overview of the current state of knowledge, identify the risks and gaps in the research and propose ways of acting on them. The report and the proceedings of an expert workshop held in January 2014 to discuss the findings will be published in 2014. Some of the areas that will be highlighted include: the assessment of chemicals for reprotoxicity and links to REACH (the EC Regulation on Registration, Evaluation, Authorisation and Restriction of Chemicals) and CLP (the Regulation on Classification, Labelling and Packaging of Substances and Mixtures), about which the Agency published an e-fact in 2012; the need for research into specific occupations; transgenerational effects; and risks to reproductive health other than chemicals, such as extreme temperatures and physical work. The report will also present some experiences of and initiatives from Member States to address risks in the workplace and examples of guidance for preventing risks to reproductive health.

The 2013 Agency report 'New risks and trends in the safety and health of women at work' examined the subject of occupational hazards to women's reproductive health.



Courtesy of Kooperationsstelle, Germany

ESENER — identifying new and emerging risks

Preparatory work for the second edition of ESENER (the European Survey of Enterprises on New and Emerging Risks), the Agency's flagship survey, was completed in 2013. This major piece of work provides a snapshot of how workplace risks are being managed across Europe, especially relatively new and emerging risks. The 2014 survey will include questions on musculoskeletal disorders, the organisation of OSH management, and the approach to worker participation in OSH.

In response to the recommendation of an evaluation of the last ESENER carried out in 2009, the 2014 survey will include micro enterprises of 5–10 employees and enterprises in the agriculture sector, neither of which were included in the previous survey. The geographical coverage will also increase, adding five new countries to the 31 that were included in 2009: Albania, Iceland, Macedonia, Montenegro and Serbia. The sample size will increase by 50 % and, further to this, Member States have been given the option to boost their national sample sizes, enabling more in-depth analysis at country level, which benefits national OSH policy-makers. Three Member States — the United Kingdom, Spain and Slovenia — have taken up this offer.

The preparatory work in 2013 saw the project launched, the contract awarded and the questionnaire developed. The questionnaire will then be translated and tested prior to fieldwork in 36 countries in the summer of 2014.

OSH research priorities

In 2013, the Agency published a report — 'Priorities for occupational safety and health research in Europe: 2013–2020' — that identified research priorities to fill gaps in our knowledge in accordance with the Europe 2020 Strategy. The report focused on four major themes that will influence the world of work and OSH in the current decade: demographic change and the need for sustainable work for healthier and longer working lives; globalisation and how OSH research can contribute to sustainable and inclusive growth; OSH research for safe new technologies for sustainable growth; and research into new and increasing occupational exposures.

A seminar was held in Brussels in October for 70 delegates, including national focal points and members of the Directorate General (DG) Enterprise and Industry, DG Employment, Social Affairs and Inclusion and DG Research and Innovation, to discuss the findings of the report and how to mainstream, or incorporate, OSH into other areas. It was agreed that the Agency would draw up a short list of 'top priorities' from the research priorities and commission and publish position papers in 2014 to increase the impact of its top priorities in terms of the Europe 2020 Strategy.

Nanomaterials

In 2013, the Agency published three e-facts on nanomaterials (tiny particles found in everyday products such as food, cosmetics, electronics and medicines): 'Tools for the management of nanomaterials in the workplace and prevention measures'; 'Nanomaterials in the healthcare sector: occupational risks and prevention'; and 'Nanomaterials in maintenance work: occupational risks and prevention'. The Agency now has a dedicated web page on nanomaterials with links to published material. It also supported important EU or national projects contributing to improving OSH in relation to nanomaterials. For example, EU-OSHA became member of the International Advisory Board of the SCAFFOLD project, a project funded under the EU's Seventh Framework Programme for Research (FP7), which aims to develop innovative strategies, methods and tools for occupational management of manufactured nanomaterials in the construction industry. It also promoted among its stakeholders the nanoBasque and EHS-Advance initiatives of the Basque government, which set out to provide industry with support in the areas of OSH and environmental protection whenever nanotechnologies are incorporated into products and processes.

Working Environment Information

Healthy Workplaces Campaign 2014–15

The campaigns are the Agency's flagship awareness-raising activity and an important way of reaching workplaces, particularly micro and small and medium-sized enterprises (SMEs), which comprise more than 99 % of businesses in Europe.

The preparation of the campaign guide for the 2014–15 campaign — Healthy Workplaces Manage Stress — was a major achievement. Psychosocial risks are a sensitive subject. All the Agency's stakeholders are agreed that it is an important topic to address, but the different interest groups have different views, depending on their perspective. For example, managers and workers may not agree on what is stressful in the workplace. There are also cultural influences on approaches to stress in the different Member States to be taken into account, so it was very important that the Agency's stakeholders were kept involved and that the content was balanced and acceptable to all. Other campaign materials were also prepared, as was the content of the campaign website, and the key messages of the campaign were agreed.

A lot of work also went into the preparation of practical information for managing psychosocial risks in the workplace, specifically for SMEs. An e-guide specifically addressing employers and managers of micro and small companies aims to raise awareness

and improve understanding of psychosocial risks, providing practical examples of how to tackle them and encouraging employers in small businesses to make use of resources available nationally to further assess and manage psychosocial risks in their workplaces. To ensure that these resources will work well in all Member States, the national focal points were consulted and were asked to provide information on resources and tools accessible in their country. This information will be available on the campaign website. The e-guide will be published in 2014 in every EU language in time for the European Week for Safety and Health at Work in October, and there are plans to hold a seminar on psychosocial risks to promote it.

To support the campaign, the Agency commissioned a state-of-the-art literature review on the costs of stress and psychosocial risks at the organisational and societal level, due to be published in the first half of 2014. An additional project was initiated to develop a joint EU-OSHA and Eurofound (the European Foundation for the Improvement of Living and Working Conditions) report on psychosocial risks, which will include information from the European Working Conditions Survey, the ESENER (European Survey of Enterprises on New and Emerging Risks) report and different examples of policy approaches in some Member States as well as an overview on organisational measures that can be taken. The report will be published in the second half of 2014. Both reports will make an important contribution to improving our understanding of psychosocial risks and possible strategies for tackling them.



Healthy Workplaces Campaign 2012–13



As part of the 2012–13 campaign — Working Together for Risk Prevention — a campaign partner event was held in Brussels in June. Entitled ‘Benchmarking and Exchange of Good Practice in

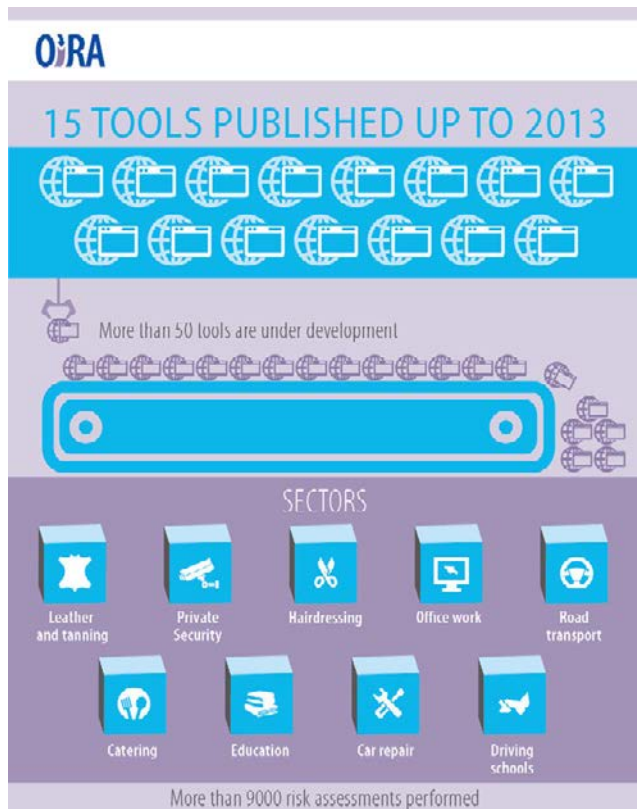
Occupational Safety and Health’, this was an initiative developed by the Agency’s campaign partners. It brought together occupational safety and health (OSH) professionals and policy-makers to share lessons learned, exchange examples of good practice and discuss strategies for improving safety and health in the workplace. It resulted in two reports — one short and targeted at the general public, the other a full report of the proceedings for the campaign partners. This event proved very successful and generated a lot of good feedback from participants. As a result, there are plans to hold a similar benchmarking event on psychosocial risks as part of the 2014–15 campaign. Three major companies have already volunteered to host topic-specific benchmarking workshops at their premises (Heineken, Toyota and LEGO).

Campaign partners had another opportunity to discuss benchmarking in OSH during a popular workshop held at the Healthy Workplaces Summit in Bilbao in November.



OiRA

Since the launch of the Online interactive Risk Assessment (OiRA) project in 2011, it has become the cornerstone of the Agency's work in reaching out to promote OSH in workplaces across Europe, particularly SMEs, where resources are often limited. OiRA is free to use and the tools are user-friendly and make the process of risk assessment straightforward. OiRA is now recognised as an important way forward in improving the management of OSH in SMEs in Europe, meaning that small organisations can enjoy the benefits that good OSH brings and the resulting improved business performance.



In 2013, nine new tools were published: hairdressing tools for Belgium (in French and Flemish) and Portugal; a Spanish tool for driving schools and one in Catalan for leather and tanning workshops; a Lithuanian tool for car repair workshops; catering tools for France and Greece; a Latvian tool for office work; and a private security tool for the EU. The EU private security tool is the first to be developed through EU sectoral social dialogue. This brings the total number of tools available to 15, and there are another 50 or so under development for sectors as diverse as agriculture, live performance and pharmacy.

To make the best use of resources, relevant tools created for one country are translated and adapted for use in others. There is now an OiRA community working together across Europe to develop and adapt tools, with the aim of extending the OiRA collection or 'library' of tools to cover all the main sectors.

To support all this activity, the Agency provides training in the use of the OiRA tool generator and a helpdesk for the OiRA community. It also ran 10 OiRA information and training seminars for different sectors and parts of the OiRA community: four in Bilbao, three in Belgium, and one in each of Germany, Italy and Bulgaria. Three presentations were given at the EU sectoral social dialogue meetings in Brussels in March, June and September.

To raise awareness of the project and the OiRA community and promote the uptake of the tools, the Agency has created a LinkedIn OiRA group and organised several promotional seminars (see section 3.3). An e-fact on the OiRA promotion and implementation strategy was also published.

Tool for implementing OSH solutions

In 2013, a feasibility study was carried out by the Institute for Employment Studies in response to a request from EU-OSHA to undertake a study exploring practical online OSH tools. The overarching aim was to help the Agency to develop a long-term approach with respect to supporting more widespread use of the various tools currently available or in development across Member States.



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Healthy Workplaces. Good for you. Good for business.

2 Communication, campaigning and promotion

Healthy Workplaces Campaign 2012–13

The 2012–13 campaign — Working Together for Risk Prevention — continued, building on the achievements of the previous year. A record number of EU-level campaign partners — 87 European companies and organisations from the public and private sector — took part, joining forces with the Agency to encourage managers, workers and their representatives and other stakeholders to work together to manage risks and enhance safety and health in the workplace. Activities in more than 30 countries were supported by national focal points. In addition, a multilingual online campaign toolkit was launched, providing practical examples, tips and tricks for anyone wanting to run their own safety and health campaigns.

The year 2013 saw the presentation of the Good Practice Awards, a major element of the campaign, designed to get enterprises involved and to highlight the best examples of management-

employee cooperation in risk prevention. The winners were expected to show strong management leadership and active worker participation in safety and health. The awards were given in two categories: for organisations employing fewer than 100 workers and for those with 100 or more. Each national focal point can submit two entries for the awards, one in each category. At the beginning of the year, the entries — 52 from 29 countries, with 12 of the nominees being micro and small and medium-sized enterprises (SMEs) — were collected, translated and compared. A jury with representatives of employers, workers, government and the European Commission was convened, and the award ceremony took place in Dublin, in conjunction with the Irish Presidency of the Council of the European Union, in April. Ten winners were chosen and 10 entries were commended, with three of the winners being smaller enterprises. To illustrate the diversity of the winners, they included a Portuguese retail group that had introduced a new reporting system ensuring that managers were instantly informed by SMS and a discussion group among dairy farmers in Ireland convened to tackle safety hazards.

The European Week for Safety and Health at Work in October was a high point in the Healthy Workplaces Campaign, with hundreds of events held at national level. Throughout the year, but particularly during this week, campaign partners carried out training and coaching and held workshops, seminars and conferences, as well as promoting the campaign online through their websites and in social media. National focal points also organised seminars, conferences and exhibitions and raised awareness about the campaign and its messages. The Agency supported partners and focal points in these activities through, respectively, the Campaign Partnership Programme and the European Campaign Assistance Package (ECAP).





The 2012–13 campaign ended in November with another flagship event, the Healthy Workplaces Summit in Bilbao. This event brought together around 300 delegates from across the EU, including occupational safety and health (OSH) professionals, researchers, doctors, decision-makers and policy advisers, representatives of employers and of trade unions, communications professionals and press. The aim of the event was to share the lessons learned during the campaign, exchange good practice and discuss strategies for involving workers, employers and social partners in continuing the good work generated by the campaign. Workshops and panel discussions gave plenty of opportunity for delegates to share their experiences and exchange ideas about how to build on the campaign's achievements.

With the campaign officially over, an external evaluation commissioned during the year will report on its impact and effectiveness in 2014.



Healthy Workplaces Campaign 2014–15

As the 2012–13 campaign drew to a close, preparations were already well under way for the 2014–15 campaign — Healthy Workplaces Manage Stress. The plan was developed, the branding created and the core promotional material — including the campaign guide — was prepared. A Napo film on stress in the workplace was developed in conjunction with the partners in the Napo Consortium.



Looking to 2014, a preliminary meeting with national focal points will take place in February to brief them on the campaign ahead of its launch, and there will be a campaign partnership meeting in early April. The campaign will be officially launched on 7 April, with press conferences in several key Member States.

Awareness-raising activities

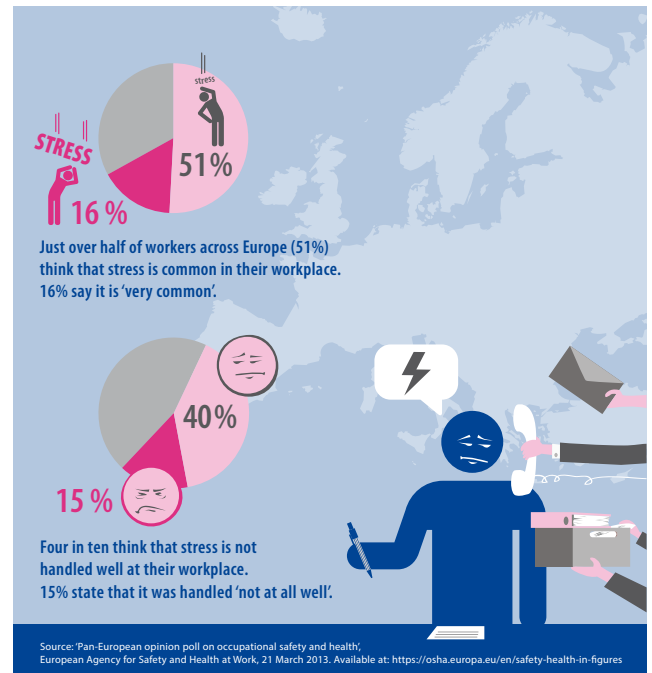
European opinion poll

The third European Opinion Poll on Occupational Safety and Health was carried out between November 2012 and February 2013, with the findings launched on 9 May to coincide with Europe Day. The poll was conducted by Ipsos MORI on behalf of the Agency. A total of 16,622 full-time, part-time and self-employed workers in 31 European countries were interviewed on two subjects: (1) psychosocial risks and work-related stress; and (2) older workers and OSH. The poll results had a strong impact on the media, generating a significant amount of press coverage.

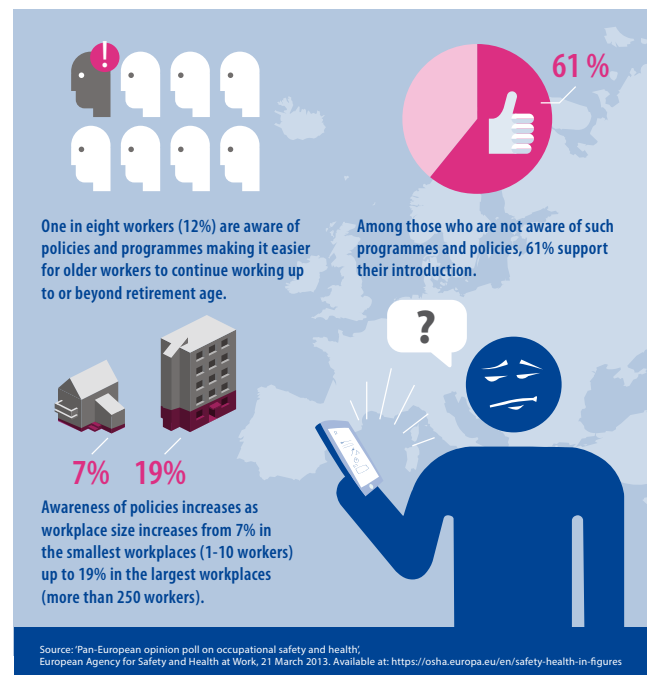
The findings were emphatic, with just over half of workers across Europe (51 %) perceiving work-related stress to be common in their workplace and 16 % saying it was 'very common'. Of European workers surveyed, 41 % said that work-related stress was not handled well in their workplace, with 15 % stating that it was handled 'not at all well'. It is clear from the results of the survey that the message of the 2014–15 campaign, Healthy Workplaces Manage Stress — that psychosocial risks can be dealt with in the same logical and systematic way as other health and safety issues — is one that needs to be conveyed across Europe.

On the second topic, only one in eight workers (12 %) was aware of policies and programmes making it easier for older workers to continue working up to or beyond retirement age. Awareness of such policies increased as workplace size increased, from 7 % in the smallest workplaces (1–10 workers) up to 19 % in the largest workplaces (more than 250 workers). Among those who were not aware of such programmes and policies, 61 % supported their introduction. It is clear, then, that there is a need for the Agency and its focal points to continue and expand their activities in the area of older workers. There is to be a follow-up poll in 2015.

Work-related stress in Europe



Active Ageing in Europe



Promoting OiRA

Building on the success of ECAP, which helps national focal points to get involved in the Healthy Workplaces Campaign by offering seminars, conferences, media actions and campaign promotional material in 24 languages, a similar awareness-raising portfolio (ARP) was piloted for national focal points in relation to OiRA (the Agency's Online interactive Risk Assessment project) to demonstrate how uptake can be encouraged, especially among SMEs, whom the Agency is particularly keen to reach with this initiative. Nine OiRA promotion seminars, each for between 15 and 50 participants, were organised throughout the year in Belgium, Cyprus, Greece (two linked sessions), Latvia (three linked sessions) and Lithuania (two separate sessions). This initiative will be repeated in 2014 as more OiRA tools are developed.

The Agency will promote OiRA at its stand in the 2014 World Congress on Safety and Health at Work in Frankfurt.

Healthy Workplaces Film Award

For the past five years, the Agency has sponsored this award at the International Leipzig Festival for Documentary and Animated Film (DOK Leipzig), the oldest festival of its kind in Europe. The Healthy Workplaces Film Award honours a documentary that focuses on the human being in a changing world of work. The winning film should deal with work-related topics such as physical and psychosocial conditions, risks at work, workers' rights, safety and health aspects or the effects of political and economic change on the way we work and live.

Ten diverse works from film-makers around the world were nominated. All were powerful and thought provoking, but the jury selected *C(us)todians* by Aly Muritiba from Brazil as the winner. The film depicts daily life in a Brazilian prison from the guards' point of view, portraying a challenging working environment and fostering discussion on psychosocial risks in the workplace.



Alongside the award itself, the Agency also supports the production and subtitling of DVDs of the winning film for distribution to the national focal points that request it and arranges screenings across Europe to encourage debate around the topics highlighted in the film. In 2013, the film that won the 2012 competition — *Pablo's Winter* by Chico Pereira, about a retired miner in Spain — was subtitled in nine languages and the Agency, together with the focal points, organised 12 screenings followed by debates.

Napo and Napo for teachers

Napo, as the hero in a series of animated films, provides light-hearted, discussion-provoking introductions to important workplace safety and health topics. The films are produced by the Napo Consortium, a small group of health and safety organisations of which the Agency is one.

2013 saw the launch of a new film on 'slips and trips' — *Napo in... No laughing matter*. Slips and trips are one of the most common workplace hazards, causing tens of thousands of accidents in the workplace every year. This film seeks to promote good practice to prevent them and is applicable to all industrial sectors and all workers.



Unsurprisingly, Napo is also very popular with children. The 'Napo for teachers' initiative makes a range of lesson plans and other resources, including pre-existing Napo films, available online to help teachers to introduce children aged between 7 and 11 to safety and health issues. After a successful pilot scheme, the aim is to develop and expand the project throughout Europe. 'Napo for teachers' ties in with the Agency's ongoing commitment to mainstreaming OSH into education — in other words, bringing safety and health topics on to the agenda in schools. The ultimate aim is to help children to establish good habits in safety and health, skills that will serve them well throughout their working lives.

With this in mind, there is a strategic plan to promote 'Napo for teachers' to education ministries in Member States; the materials therefore need to be adapted for each country by the national focal points. In 2013, another 12 countries signed up to the scheme, and by the end of the year the toolkit was available in 18 languages and had been promoted in a total of 23 Member States/European Economic Area countries. There was, for example, good uptake of the project in Latvia and in Cyprus, where the Ministry of Education recommended 'Napo for teachers'. At EU level, 'Napo for teachers' was also presented at the International Symposium on Culture of Prevention in September in Helsinki and at the ABCD Education Fair in November in Genoa (Italy). An external evaluation of the scheme is to follow in 2014.

Events

In September, an event was organised, together with three agencies engaged in the social policy area — Cedefop (the European Centre for the Development of Vocational Training), ETF (the European Training Foundation) and Eurofound (the European Foundation for the Improvement of Living and Working Conditions) — to showcase the contribution of each agency to Europe's competitiveness. The event was held under the auspices of the European Parliament's Employment and Social Affairs Committee and presented the latest resolutions adopted by the Parliament in this field, as well as insights and work from the four agencies. This was the second time such a 'four agencies' event has been held, and it looks set to become a regular item in the European Parliament's diary.



The A+A Congress in Dusseldorf is one of the biggest safety trade fairs in Europe. It always coincides with the end of the second year of the campaign, and is a good vehicle to promote the next campaign. At the 2013 Congress, the Agency organised a workshop, 'Work Hard, Play Hard', around the 2012 winner of the Healthy Workplaces Film Award, to raise awareness of stress and psychosocial risks, the subject of the next campaign. The producer of the film and the Agency's director took part in a round table discussion and the screening attracted many visitors.



Five photo exhibitions were organised to raise awareness of occupational safety and health topics among the general public. The exhibitions show artistic pictures from the Agency's previous Europe-wide photography competition.

In 2014, the triennial World Congress on Safety and Health at Work will take place in Frankfurt. The Agency plans to host stalls promoting OiRA and OSHwiki, and Napo will be there, too.

Communication partnerships

The Agency's partnerships with other European bodies and with national focal points are vital in helping it to reach the widest possible audience and they also enable it to target specific sectors more effectively.

Its relationship with the Enterprise Europe Network (EEN) was particularly fruitful in 2013. EEN members volunteer for the role of OSH ambassador, promoting the Agency's messages and championing good workplace safety and health by organising awareness-raising activities and events in their country. In 2013, 18 national partnership meetings were organised by national focal points and EEN OSH ambassadors. These are an effective method of passing on information to intermediaries who will take them back to the workplaces of Europe, and to SMEs in particular. This kind of work with partners and intermediaries is a vital part of the Agency's long-term strategy and an efficient method of reaching its target groups.

As part of the above-mentioned new awareness-raising portfolio offered to focal points, the Agency ran 17 OSH information sessions, which give basic training on workplace safety and health at national level, as well as a networking session bringing together OSH professionals, occupational health doctors and other stakeholders.

The Agency and EEN also collaborated on the EEN OSH Award, which recognises outstanding promotion of OSH messages to SMEs. The first award was presented at a ceremony held at the Healthy Workplaces Summit in November. The winner was Confederación de Empresarios de Aragón (CREA) for its campaign, 'From school to work placement', which reached 110 SMEs and over 400 students. The judges thought it a particularly worthy winner because it targeted the workforce of the future. The EEN OSH Award will become an annual event.



Press office

Throughout 2013, the press office promoted and publicised the Agency's work — and particularly its major projects and main corporate events — by holding press conferences, writing articles, conducting interviews and issuing press releases, which national focal points were invited to contextualise for their countries. The press office also monitors the coverage generated through an online platform. In 2013, more than 800 press clippings and over 4,000 social media posts were generated.



The Healthy Workplaces Campaign was particularly well covered by the media, and this was partly the result of the success of the campaign media partnership. Launched in 2012 and growing in strength in 2013, this project saw leading safety and health magazines joining forces with the Agency to campaign. There are now 20 media partners in 9 Member States. The scheme is to be revised and extended in 2014.

In the past, a press conference held at the award ceremony was the main tool used to publicise the results of the Good Practice Awards, but in 2013 a new approach was tried with great success — media partners and key OSH media outlets were invited to visit the winning companies in advance of the ceremony. Companies were also encouraged to invite press representatives of their choice. A more story-based approach seemed to work very well and attracted a lot of interest. The media, the companies and the focal points all benefited, and the profile of the Good Practice Awards was raised considerably.

Website and online information

The implementation of the Agency's new online strategy for 2014–20 moved ahead in 2013. The redevelopment of the website is intended to maintain the Agency's position as Europe's first reference point for OSH information and to increase its online presence and visibility. The audiences for the new website were defined, taking into account the Agency's priorities and the needs of beneficiaries and intermediaries. The final information architecture was agreed with the website developers, and copywriters were briefed on the new and revised content. The aim is to have the new website complete in time for the 2014 World Congress on Safety and Health at Work at the end of August. The growth of OSHwiki ties in to the Agency's online strategy, and the project was promoted at the Healthy Workplaces Summit, attracting a lot of interest from potential authors and editors.

The Agency's core work on the website continued. In 2013, it registered 3.7 million visits and 2.9 million unique visitors, 33 % more than in 2012. Visitors coming from Facebook and Twitter increased by 188 % and 106 % respectively compared with 2012. New sections were developed as required, and the Agency's activities were promoted on the website itself, in social media and through the digital newsletter, OSHmail, which reached 60,000 subscribers, an increase of 10,000, up by 20 % on the previous year.

Other major digital projects included the development of websites and applications for the Healthy Workplaces Campaign 2014–15 and OiRA.

Publishing activities

The Agency's publishing programme flourished in 2013, producing a diverse range of materials, from in-depth reports on complex OSH issues to engaging promotional flyers. Eleven new reports and 12 topical e-facts — as well as a wide range of promotional and audiovisual materials and corporate documents — were published, keeping stakeholders informed and bringing new research to the notice of policy-makers and intermediaries. A full list of the Agency's publications in 2013 can be found in Annex 10.



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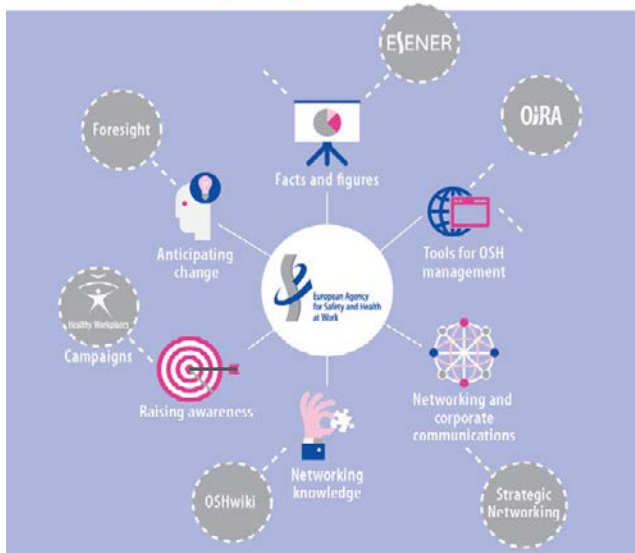
The more partnerships we build, the stronger we are.

3 Networking and coordination

Multiannual strategic programme 2014–20

As part of the implementation of its new multiannual strategic programme for 2014–20, the Agency is moving over to activity-based management and budgeting, which will allow it to monitor the costs of activities more closely, and a ‘portfolio’ approach to managing its activities. This change in approach means that, in addition to certain mandatory tasks, such as providing information to the Agency, the focal points will now have portfolio tasks, allowing them to choose activities according to the needs of their country. This means that focal points can be more responsive and flexible, and it will also get them more involved in planning the Agency’s activities. For the Agency’s part, this approach will strengthen its links with its focal point network and allow it to target its resources where the impact is greatest.

EU-OSHA Priority areas and activities
Multi-annual Strategic Programme 2014-2020



EU and international networking

The Agency is essentially a networking organisation. Its first and most important network is its national focal points — they are the Agency’s link with its end users. The EU-28 Member States are legally obliged to provide a focal point, as are candidate and potential candidate countries. The three European Economic Area–European Free Trade Association countries and Switzerland also provide a focal point. In turn, these network members manage a national tripartite network, allowing information and knowledge to flow to and from the Agency and its stakeholders.

The challenge for the Agency in the current economic climate is to ensure that its focal point network functions properly in all Member States across Europe. It has continued to work well, thanks to a great deal of support from Agency staff. Three focal point meetings were held in 2013, all in Bilbao, in February, June and November. These regular meetings provide the network members with ongoing training and support. High-level visits from the Agency help to raise the profile of focal points in their own countries and demonstrate the importance of their work to their national governments and social partners. Two such visits were made in 2013: to Lithuania in May and to Finland in August.

The first focal point meeting of 2014 will be in February and has been designed to coincide with the 2014–15 Healthy Workplaces Campaign kick-off meeting, so that the focal points will be well informed ahead of the campaign’s official launch in April.

The activities of the Advisory Committee on Safety and Health at Work (ACSH) and the Brussels and Luxembourg offices of the European Commission’s Directorate General (DG) Employment, Social Affairs and Inclusion are coordinated with those of the Agency via the Brussels Liaison Office. This work covers preparation of the plenary sessions of the ACSH, involvement in relevant working parties and regular exchange meetings.

The Senior Labour Inspectors’ Committee (SLIC) is another important network with which the Agency interacts to share information and resources — giving it a valuable picture of what is happening in workplaces across Europe.

Internationally, the Agency supported the International Labour Organization (ILO) at a training workshop for occupational safety and health (OSH) policy-makers showcasing the European tripartite model for OSH. The aim of such activities is to encourage countries to discard outdated national legislation and adopt legislation similar to that laid down in the EU, which follows a goal-setting model, requiring employers to take responsibility for OSH but allowing them to adapt its implementation to their needs.

An important development for the Agency in 2014 will be the signing of an agreement with the European Neighbourhood Countries that will encourage them to adopt the European tripartite model for OSH as part of their commitment to democracy, human rights, the rule of law, good governance, the principles of the market economy and sustainable development.

Preparing for enlargement

The Agency has been implementing the IPA project (Instrument for Pre-accession Assistance), a DG Enlargement-funded programme to support candidate and potential candidate countries to join the EU-OSHA focal point network and participate in the Agency's activities. Through the project the Agency is providing support for national focal points to attend meetings and translate and print Agency publications and materials for the Healthy Workplaces Campaigns, along with the distribution of Napo DVDs to each beneficiary country.

During the 2012–13 Healthy Workplaces Campaign, information material was printed in the national languages of all beneficiary countries. In addition to the campaign events held in 2012 in most of those countries, in 2013 a seminar was supported in Montenegro in June. The Agency encourages and supports candidate countries to take part in the Good Practice Awards. In 2013, Tofas from Turkey was declared a winner — a significant achievement for a candidate country and an excellent demonstration of the impact of the Agency's work. The press releases on the Good Practice Awards were issued in Turkey, as it was a winner, and in Serbia, as it was the first time that it had taken part. In other areas, the beneficiary countries were supported to send delegates to the OSH Research Priorities seminar in Paris in October. The Agency also provided experts, rather than funding, to support two workshops organised by the Macedonian focal point.

In 2014, within the framework of the Healthy Workplaces Campaign — Healthy Workplaces Manage Stress — there are plans to hold seminars for 100 people in Montenegro, Serbia, Turkey and the Former Yugoslav Republic of Macedonia. Support will be provided to candidate countries to send delegates to expert workshops and the three annual focal point meetings. The current funding ends in 2014, but hopefully new funding will be negotiated for 2015 onwards.

The Brussels Liaison Office

The Brussels Liaison Office continued its core work of representing the Agency and providing information to key Agency partners —

the EU institutions and their advisory groups and committees, the European social partners, non-governmental organisations, lobby groups and the international press corps.

All of the Agency's work with the employer and trade union organisations engaged in the European social dialogue is managed by the Brussels Liaison Office. In 2013, a particular focus was given to this work in light of the ambitious OiRA (Online interactive Risk Assessment) project and the potential for the sectoral social dialogue committees to play an increasing role in developing tools tailored to their needs.

The Brussels Liaison Office also supports the Agency in events it organises throughout the year, such as the conference to present the preliminary results of the European Parliament pilot project on older workers in December. An important part of the ongoing work is also to engage other parts of the European Commission in the Agency's work such as DG Research and Innovation, DG Enterprise and Industry and DG Health and Consumers. The aim here is to mainstream, or fully incorporate, OSH activities into more areas of EU policy-making.

In its work with the European Parliament, the Brussels Liaison Office ensures that the Agency's work is made fully visible there, and regular briefings are given to key Members of the European Parliament (MEPs). A successful study visit to Bilbao was organised in May for MEPs and their colleagues from the European Parliament secretariat so that they could get to know first-hand how the Agency works and delve more deeply into its flagship projects.

Heads of Agencies network

The Agency plays a very active role in the framework of the network of EU agencies, at the level of both Heads of Agencies and the other sub-networks (for example Heads of Administration, Inter-Agency Legal Network, Performance Development Network, Heads of Communication and Information Network, Inter-Agency Accountants Network, Information and Communication Technology Network and the EU Agencies Network on Scientific Advice).

In 2013, the Agency put particular emphasis on the important debates around staff regulation reform and the new Financial Framework Regulations. The Agency took part in all three meetings organised under the chairmanship of the European Centre for Disease Prevention and Control and the European Railway Agency — in February and May in Brussels and in Valenciennes in October.



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We help employers and workers address safety and health issues effectively.

4 Administrative activities

Seat agreement and new premises

Negotiations with the Spanish authorities were concluded on 20 December 2013, and the seat agreement between the Agency and the Kingdom of Spain is due to be signed and implemented early in 2014.



Work on the Agency's move to new premises went on throughout the year — from the initial surveying of potential premises, through negotiating the lease and procuring removal services and the transfer of IT services, to completing the move in December while successfully maintaining normal day-to-day operations throughout. The move from the centre of Bilbao to the Miribilla district will not only give staff and the Agency's many visitors much better working conditions but also significantly reduce annual rent and associated costs.

Financial management

Budget

The Agency's total budget for 2013 was approved and financed from the following contributions. Actual amounts are shown for comparison

Source of revenue	Revenue (euros)	
	Budgeted	Actual
European Union subsidy	15,071,880	14,845,233
Other subsidies	180,000	180,000
Other revenues	p.m.	1,271
Subtotal	15,251,880	15,026,504
European Commission earmarked funds (project IPA III)	558,740	119,542
European Commission earmarked funds (project Older workers)	1,650,000	650,000
Subtotal	2,208,740	769,542
Total revenue	17,460,620	15,796,046

Based on provisional accounts for 2013.

Budgeted expenditure by title in 2013 (in euros) was finally allocated as follows:

• Title I — Staff	5,197,417
• Title II — Buildings, equipment	2,027,875
• Title III — Operating expenditure	8,026,588
Subtotal	15,251,880
• Title IV — Earmarked projects IPA III and Older workers	2,208,740
Total	17,460,620

Out of the EUR 15,251,880 available in 2013 (not considering earmarked funds), EUR 15,090,744 (98.9 %) was committed by the end of the year.

With regard to the earmarked projects, 'IPA III' and 'Older workers', running until 2014 and 2015 respectively, out of the total amount of EUR 2,208,740, the sum of EUR 1,956,660 (88.6 %) was committed and EUR 230,474 (10.4 %) was paid in 2013. The unspent total (EUR 1,978,266) will be made available in 2014 in both revenue and expenditure.

As of 2014, the Agency will implement an activity-based management and budgeting system. By monitoring the costs of activities, this will help to ensure that the Agency makes the best use of its resources at a time of financial restraint and also that it works in a transparent and accountable way.

Court of Auditors

The Court of Auditors' report for 2012 (OJ C 365, 13.12.2013, pp. 275–277) acknowledged the reliability of the 2012 accounts as well as the legality and regularity of the transactions underlying them. The report includes two observations and the Agency's replies.

European Parliament discharge

The European Parliament voted the discharge to the Agency for its 2011 budget at its meeting on 17 April 2013. Regarding the discharge for 2012, at the end of 2013, the Agency sent the necessary reports to the European Parliament, the relevant Commission Services and the Internal Audit Service (IAS), as well as to the rapporteur of the agencies' discharge for 2012.

Internal Audit Service

The IAS report for 2012 (dated 21 October 2013) acknowledged that there were no critical recommendations remaining open as at 31 December 2012 and that the implementation of two very important recommendations from the audit carried out in 2012 was on track.

In 2013, the IAS conducted an audit on reporting/building blocks of assurance at the Agency. The audit report includes eight recommendations, of which one is very important and the others are important. The Agency has drawn up an action plan, which the IAS approved on 21 February 2014.

Human resources

Data protection

The Agency continued to work towards aligning its administrative procedures with Regulation (EC) No 45/2001 on the protection of personal data, in accordance with the European Data Protection

Supervisor's opinions and guidelines. Procedures completed in 2013 included staff recruitment, health data, staff evaluation, return to work protocol and human resource management via Allegro (leave and time management).

Electronic management of human resources

The Agency continued its implementation of electronic management of human resources through the application EUHR Allegro and continued its drive towards more efficient internal procedures.

Multiannual staff policy plan

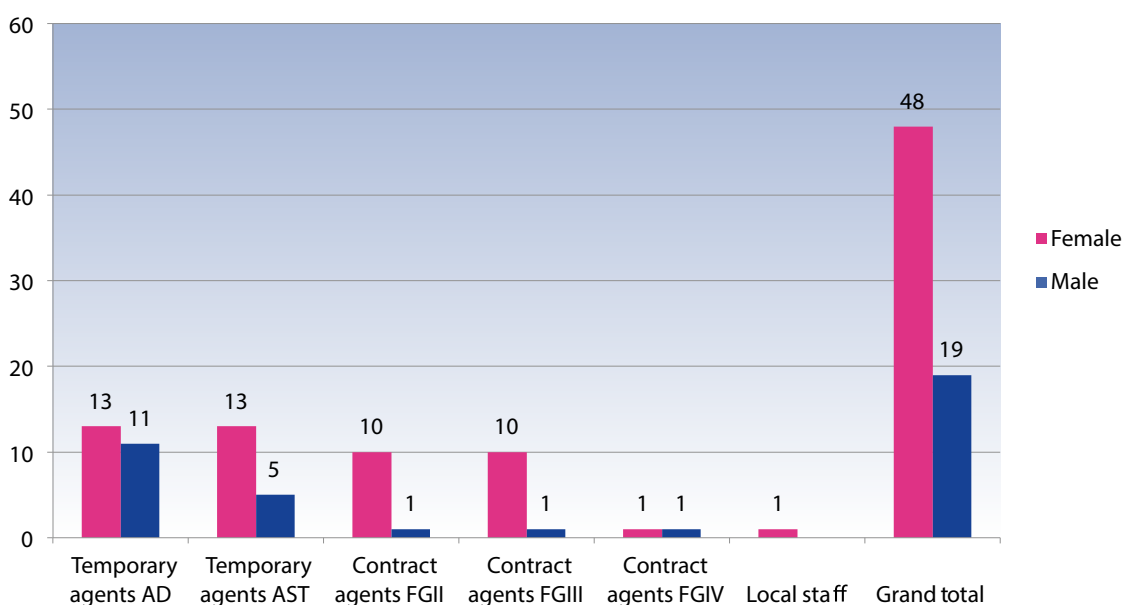
The staff policy plan (2014–16) was prepared and submitted to the European Commission early in 2013. It was approved by the Board in March 2013.

Drafting of the staff policy plan for 2015–17 began at the end of 2013 and was completed in January 2014, pending the approval of the European Commission.

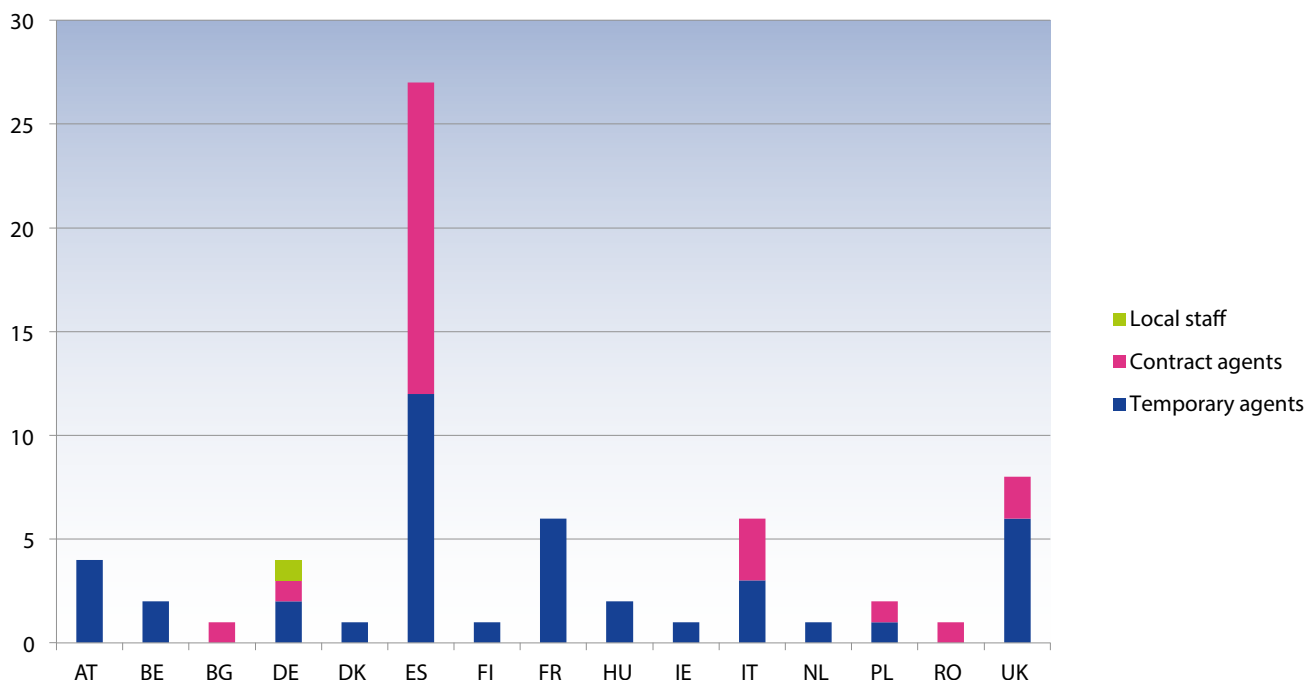
Recruitment and staffing

All recruitments initiated in 2012 were finalised, and four new recruitment procedures were initiated in 2013, of which three were completed by the end of the year

At 31 December 2013, staff composition was as follows:



At the end of the year, staff distribution by nationality was as follows:



These figures do not include two temporary agents (ADs) to whom offer letters have been sent.

Like all EU institutions or bodies, the Agency is required to reduce its staffing by 5 % over the period 2013–17. One of the key challenges is to manage an increased workload with no increase in budget and fewer staff; for example, the European Parliament pilot project on older workers had to be taken on without recruiting.

Staff seminars

The Agency held a staff seminar in 2013 to discuss and agree on common values and behaviours, with the aim of ensuring that the staff is well motivated and work is done in the most efficient way. It proved to be successful and will be repeated in 2014.

Implementing rules and Director's decision

In spring 2013, the Agency submitted to the European Commission the draft Governing Board decision regarding its Director's annual appraisal. The Commission notification was received in January 2014 and will be put to the Governing Board for adoption.

Further to the reform of the staff regulations, which comes into force on 1 January 2014, the Agency has to adopt new

implementing rules in line with Article 110, following consultation with its Staff Committee. A set of nine implementing rules was submitted to the Governing Board for adoption in January 2014.

Appraisal and reclassification

In November 2013, the Director signed the decision on reclassification of Agency staff, thereby concluding the appraisal and reclassification exercise for 2012.

Training

The Management Group endorsed the training plan for 2013 early in the year. The staff was offered specific training sessions on the financial, procurement and ethical principles that must be respected in European organisations.

Documentation

In 2013, the Agency upgraded its documentation and business process management system to SharePoint, with resulting improvements in its management of internal files and savings in staff time.

Safety and health

The main achievements in 2013 were:

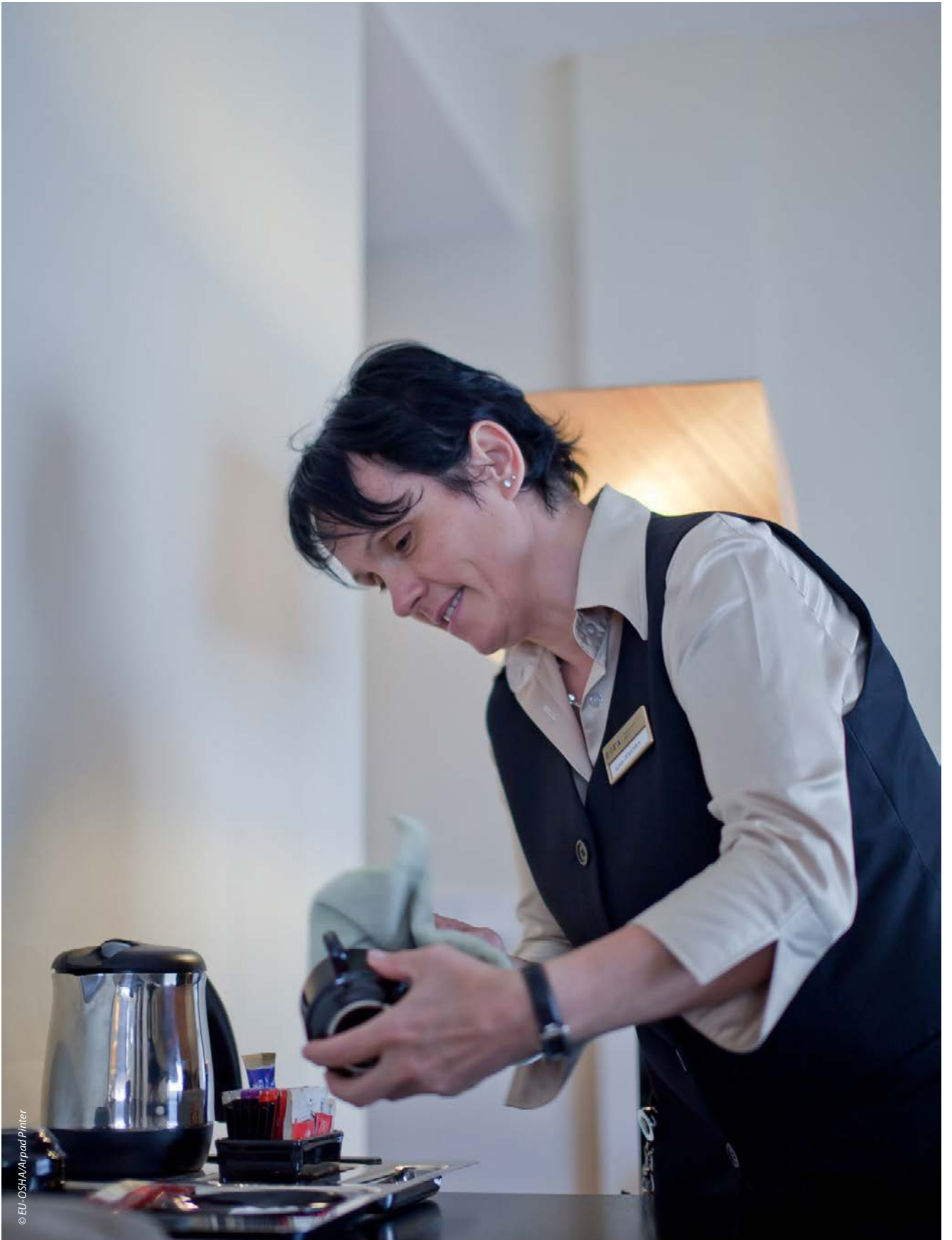
- organising regular emergency drill exercises;
- drafting of emergency procedures for the Miribilla premises, which were ready in time for the move;
- taking care of safety and health issues throughout the move to the new premises, with valuable input from the safety and health representatives;
- a much better working environment for staff in the new premises;
- provision of ergonomic IT equipment and furniture for staff.

Information and communication technology (ICT)

The Agency's ICT section was moved to the Communication and Promotion Unit at the start of the year, in accordance with the 2014–20 multiannual strategic programme, which envisages IT services playing an increasingly important role in the Agency's communications and networking strategies (e.g. OiRA and OSHwiki).

The main developments in 2013 were:

- removal and optimisation of the Agency's ICT infrastructure;
- completion of ICT security and infrastructure audits and implementation of the recommendations;
- launch of a call for tender for web and ICT services;
- development of the new Agency intranet;
- implementation of a time registry tool;
- renewal of ICT equipment.



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Annexes

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Annex 2	Membership of the Governing Board
Annex 3	Organisation chart of the Agency
Annex 4	Agency staff
Annex 5	Focal points
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Annex 1

Overview of how the Agency and its partners operate

Every year in the European Union there are more than 3 800 fatal work-related accidents and millions of people are injured or have their health seriously harmed in the workplace. Workers and employers need to be made aware of the risks that they face and how to manage them.

Sometimes, information is all that is required for an employer or worker to address safety and health issues effectively. We at EU-OSHA aim to be the central provider of that information and ensure that it is relevant to every user, regardless of size of enterprise or sector of activity. Set up in 1996 by the European Union and located in Bilbao, Spain, EU-OSHA is the main EU reference point for safety and health at work.

Our central role is to contribute to the improvement of working life in the European Union

- We work with governments, employers and workers to promote a risk prevention culture.
- We analyse new scientific research and statistics on workplace risks.
- We anticipate new and emerging risks through our European Risk Observatory.
- We identify and share information, good practice and advice with a wide range of audiences, such as social partners, employers' federations and trade unions.

Our main awareness-raising activity is the Healthy Workplaces Campaign, which focuses on a different theme every 2 years.

How we are organised

Director

Austrian health and safety expert Dr Christa Sedlatschek has been Director of the European Agency for Safety and Health at Work since September 2011.

The Director is the legal representative and is responsible for the management and day-to-day running of the Agency, including all financial, administrative and personnel matters. The post is for a term of 5 years, renewable once, and the Director is accountable to the Governing Board.

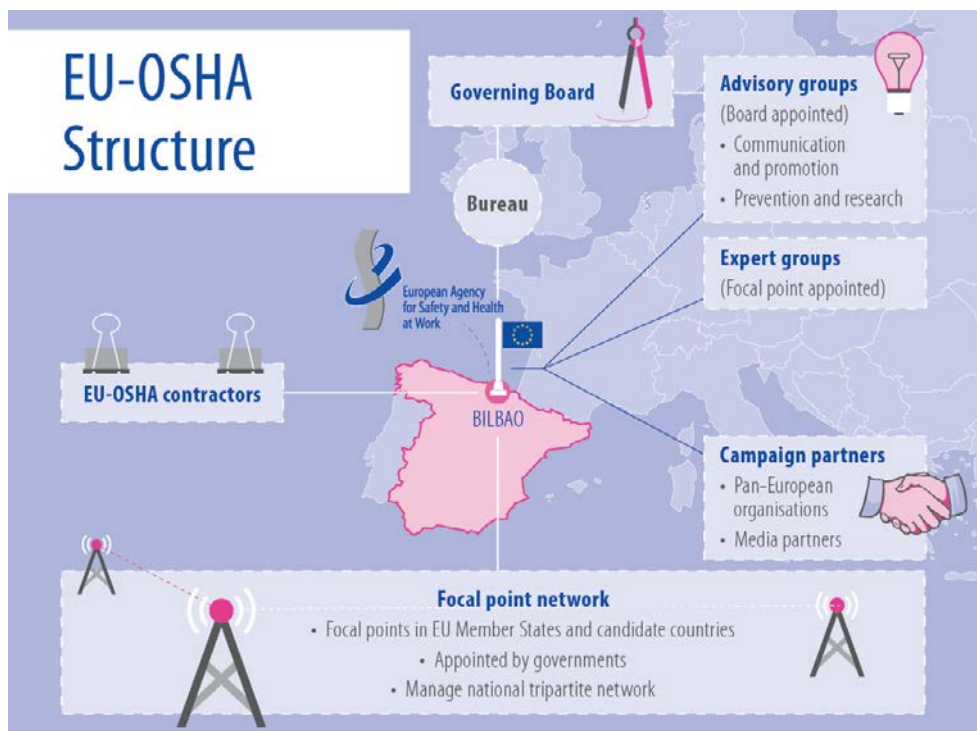
Governing Board

The Governing Board sets the goals and strategies, and identifies priority issues where further information or activity is required. It appoints the Director and adopts the annual management plan and work programme, the Agency's strategy, annual report and budget.

The Board is made up of representatives of governments, employers and workers from EU Member States, representatives of the European Commission and other observers.

Bureau

The Bureau works as a steering group, overseeing operational performance, and meets four times a year. It is made up of 11 members from the Governing Board.



Advisory groups

Advisory groups, covering the Agency’s Prevention and Research Unit and Communication and Promotion Unit activities, provide us with strategic guidance and feedback on our work. Their members are appointed by EU-OSHA and its Board and include individuals from workers’ and employers’ groups and government.

Focal points

Our main safety and health information network is made up of focal points in Member States and candidate and EFTA countries. Focal points are nominated by each government as the official representative and are usually the national authority for safety and health at work.

They support our initiatives with information and feedback and work with national networks including government, workers’ and employers’ representatives. The focal points contribute to the Healthy Workplaces Campaign, organise events and nominate representatives to our expert groups.

Expert groups

Several expert groups contribute to our work and provide advice in their field in line with the requirements of the annual management plan. They are nominated by national focal points, together with observers representing workers, employers and the Commission.

Topic centre

Our topic centre is a consortium of national safety and health institutions under contract to collect and analyse existing national data to support key areas of our work.

Staff

A dedicated staff of specialists in occupational safety and health, communication and public administration bring with them a wealth of knowledge from around Europe.

Annex 2

Membership of the Governing Board (as of December 2013)

The Agency's Governing Board is made up of representatives of each of the 28 Member State governments, employers' and employees' organisations, together with three representatives from the European Commission. In addition, observers are

invited — tripartite delegations from Iceland, Liechtenstein and Norway, two from the European Foundation for the Improvement of Living and Working Conditions and one each from the European Trade Union Confederation and BUSINESSEUROPE.

Governments

Members	Country	Alternates
Mr Jan BATEN	Belgium	Ms Véronique CRUTZEN
Ms Darina KONOVA	Bulgaria	Ms Vaska SEMERDZHIEVA
Mr Zdravko MURATTI	Croatia	Mr Miroslav ELEZOVIC
Mr Jaroslav HLAVÍN	Czech Republic	Ms Anežka SIXTOVÁ
Ms Charlotte SKJOLDAGER	Denmark	Ms Annemarie KNUDSEN
Mr Kai SCHÄFER	Germany	Ms Ellen ZWINK
Mr Rein REISBERG	Estonia	Ms Kristel PLANGI
Ms Margaret LAWLOR	Ireland	Ms Paula GEOUGH
Mr Antonios CHRISTODOULOU	Greece	Ms Stamatina PISSIMISSI
Ms Dolores LIMÓN TAMÉS	Spain	Mr Mario GRAU RIOS
Ms Sophie BARON	France	Mr Olivier MEUNIER
Mr Paolo ONELLI	Italy	Ms Emanuela PROCOLI
Mr Anastassios YIANNAKI	Cyprus	Mr Aristodemos ECONOMIDES
Mr Renārs LŪSIS	Latvia	Ms Jolanta GEDUŠA
Ms Aldona SABAITIENĖ	Lithuania	Ms Vilija KONDROTIENĖ
Mr Robert HUBERTY	Luxembourg	Mr Raul SCHMIDT
Awaiting new name	Hungary	Ms Eva GRÓNAI
Mr Mark GAUCI	Malta	Mr Vincent ATTARD
Mr Rob TRIEMSTRA	Netherlands	Mr Martin DEN HELD

Members	Country	Alternates
Ms Gertrud BREINDL (Chairperson)	Austria	Ms Anna RITZBERGER-MOSER
Ms Danuta KORADECKA	Poland	Mr Daniel PODGÓRSKI
Mr Antonio SANTOS	Portugal	Mr Carlos PEREIRA
Mr Nicolae VOINOIU	Romania	Mr Marian TĂNASE
Ms Tatjana PETRIČEK	Slovenia	Mr Jože HAUKO
Ms Laurencia JANČUROVÁ	Slovakia	Ms Eleonora FAVIÁNOVÁ
Mr Leo SUOMAA	Finland	Mr Wiking HUSBURG
Mr Mikael SJÖBERG	Sweden	Mr Per EWALDSSON
Mr Clive FLEMING	United Kingdom	Mr Stuart BRISTOW
Mr Eyjólfur SÆMUNDSSON (Observer)	Iceland	Awaiting new name
Mr Robert HASSLER (Observer)	Liechtenstein	Mr Elmar FRICK (Observer)
Mr Yogindra SAMANT (Observer)	Norway	Ms Thorfrid HANSEN (Observer)

Employers

Members	Country	Alternates
Mr Kris DE MEESTER	Belgium	Mr Thierry VANMOL
Mr Georgi STOEV	Bulgaria	Awaiting new name
Mr Nenad SEIFERT	Croatia	Mrs Admira RIBICIC
Mr Karel PETRŽELKA	Czech Republic	Mr Martin RÖHRICH
Mr Sven-Peter NYGAARD	Denmark	Mr Benjamin HOLST
Mr Eckhard METZE	Germany	Mr Stefan ENGEL
Mr Marek SEPP	Estonia	Ms Marju PEÄRNBERG
Ms Theresa DOYLE	Ireland	Mr Kevin ENRIGHT
Mr Christos KAVALOPOULOS	Greece	Mr Pavlos KYRIAKONGONAS
Ms Marina GORDON ORTIZ	Spain	Ms Laura CASTRILLO NÚÑEZ
Ms Nathalie BUET	France	Mr Patrick LÉVY
Ms Fabiola LEUZZI	Italy	Mr Marco FREGOSO
Mr Polyvios POLYVIUO	Cyprus	Mr Emilios MICHAEL
Ms Irena UPZARE	Latvia	Mr Aleksandrs GRIGORJEVS
Mr Vaidotas LEVICKIS	Lithuania	Mr Jonas GUZAVIČIUS
Mr François ENGELS	Luxembourg	Mr Pierre BLAISE
Mr Géza BOMBERA	Hungary	Mr Dezső SZEIFERT
Mr Joe DELIA	Malta	Mr John SCICLUNA
Mr Mario VAN MIERLO	Netherlands	Mr R. VAN BEEK

Members	Country	Alternates
Ms Christa SCHWENG (Chairperson)	Austria	Ms Julia ENZELSBERGER
Mr Jacek MECINA	Poland	Awaiting new name
Mr Marcelino PENA COSTA	Portugal	Mr Luís HENRIQUE
Mr Ovidiu NICOLESCU	Romania	Mr Octavian Alexandru BOJAN
Mr Igor ANTAUER	Slovenia	Ms Maja SKORUPAN
Mr Róbert MEITNER	Slovakia	Awaiting new name
Mr Jan SCHUGK	Finland	Mr Rauno TOIVONEN
Ms Bodil MELLBLOM	Sweden	Ms Cecilia ANDERSSON
Ms Lena LEVY	United Kingdom	Ms Hannah MURPHY
Mr Jón Rúnar PÁLSSON (Observer)	Iceland	Ms Guðrún S. EYJÓLFSDÓTTIR (Observer)
Mr Jürgen NIGG (Observer)	Liechtenstein	Ms Brigitte HAAS (Observer)
Ms Ann Torill BENONISEN (Observer)	Norway	Ms Gry MYKLEBUST (Observer)

Workers

Members	Country	Alternates
Mr François PHILIPS	Belgium	Mr Herman FONCK
Mr Aleksandar ZAGOROV	Bulgaria	Mr Ivan KOKALOV
Ms Gordana PALAJSA	Croatia	Mr Marko PALADA
Mr Miroslav KOSINA	Czech Republic	Ms Radka SOKOLOVÁ
Mr Jan KAHR FREDERIKSEN	Denmark	Mr Stephan AGGER
Ms Marina SCHRÖDER	Germany	Mr Thomas VEIT
Mr Argo SOON	Estonia	Ms Aija MAASIKA
Mr Sylvester CRONIN	Ireland	Ms Esther LYNCH
Mr Andreas STOIMENIDIS	Greece	Mr Ioannis ADAMAKIS
Mr Pedro J. LINARES	Spain	Ms Marisa RUFINO
Mr Gilles SEITZ	France	Mr Henri FOREST
Mr Marco LUPI	Italy	Mr Sebastiano CALLERI
Mr Nikos SATSIAS	Cyprus	Mr Nicos ANDREOU
Mr Ziedonis ANTAPSONS	Latvia	Mr Mārtiņš PUŽULS
Mr Vitalius JARMONTOVIČIUS	Lithuania	Mr Gediminas MOZŪRA
Mr Serge SCHIMOFF	Luxembourg	Mr Marcel GOEREND
Mr Károly GYÖRGY (Vice-Chairperson)	Hungary	Mr Szilárd SOMLAI
Mr Anthony CASARU	Malta	Mr Joe CARABOTT
Mr Rik VAN STEENBERGEN	Netherlands	Ms Sonja BALJEU
Ms Julia NEDJELIK-LISCHKA	Austria	Mr Alexander HEIDER

Members	Country	Alternates
Mr Dariusz GOC	Poland	Ms Marzena FLIS
Ms Catarina TAVARES	Portugal	Mr Fernando GOMES
Mr Corneliu CONSTANTINOAIA	Romania	Mr Adrian CLIPII
Ms Lučka BÖHM	Slovenia	Ms Andreja MRAK
Mr Bohuslav BENDÍK	Slovakia	Mr Alexander ŤAŽÍK
Mr Erkki AUVINEN	Finland	Ms Paula ILVESKIVI
Ms Christina JÄRNSTEDT	Sweden	Ms Karin FRISTEDT
Mr Hugh ROBERTSON	United Kingdom	Ms Liz SNAPE
Mr Björn Ágúst SIGURJÓNSSON (Observer)	Iceland	Ms Helga JÓNSDÓTTIR (Observer)
Mr Sigi LANGENBAHN (Observer)	Liechtenstein	Ms Petra SOHLER (Observer)
Ms Marianne SVENSLI (Observer)	Norway	Mr Jon Olav BERGENE (Observer)

European Commission

Member	Alternate
Mr Armindo SILVA Employment, Social Affairs and Equal Opportunities DG	Ms Maria-Teresa MOITINHO DE ALMEIDA Employment, Social Affairs and Equal Opportunities DG
Mr Jesús ALVAREZ Vice-Chairperson Employment, Social Affairs and Equal Opportunities DG	Awaiting new name
Mr Andrzej RUDKA Enterprise and Industry DG	Awaiting new name

Observers

Member	Alternate
Mr Juan MENÉNDEZ-VALDÉS European Foundation for the Improvement of Living and Working Conditions	Ms Erika MEZGER European Foundation for the Improvement of Living and Working Conditions
Mr Jerzy CIECHANSKI Chairperson of the Board of the European Foundation for the Improvement of Living and Working Conditions	
Ms Rebekah SMITH Business Europe	Ms Valérie CORMAN Conseil National du Patronat Français (CNPF)
Ms Judith KIRTON-DARLING European Trade Union Confederation (ETUC)	

Annex 3

Organisation chart of the Agency (as of 31 December 2013)

GOVERNING BOARD

BUREAU

DIRECTOR

Network Secretariat

Network management
Strategic planning
Performance monitoring
Legal adviser
Brussels Liaison Office
Enlargement

Resource and Service Centre

Personnel management
Finance
Accounts
Internal control systems
General services
Documentation

Communication and Promotion Unit

Campaigning
European campaign assistance package (ECAP)
Communication partnerships
Promotion, media relations and events
Web development and electronic communications
Information technologies
Publications
Monitoring and evaluation

Prevention and Research Unit

Good safety and health practice
Information collection, analysis and dissemination
Sector-specific information
Campaign — technical content
Good Practice Awards
Online interactive Risk Assessment (OiRA)
Identification of new and emerging risks
Fostering research at EU level
Monitoring trends
Stimulating debate

Annex 4

Agency staff (updated 31 December 2013)

DIRECTORATE

Dr Christa Sedlatschek (AT), Director
Ms Irune Zabala (ES), Personal Assistant

PREVENTION AND RESEARCH UNIT

Mr Eusebio Rial González (UK), Head of Unit
Ms Boglárka Bóla (HU), Project Manager
Ms Emmanuelle Brun (FR), Senior Project Manager
Ms Teresa Cardás (ES), Administrative Assistant
Mr William Cockburn (UK), Senior Project Manager (Acting Head of Unit as of 1.10.2012)
Ms Sarah Copsey (UK), Project Manager
Mr Dietmar Elsler (DE), Project Manager
Ms Julia Flintrop (DE), Project Manager
Mr Alexandre Herte (BE), Finance Assistant
Mr Xabier Irastorza (ES), Project Officer
Ms Berta Lejarza (ES), Administrative Assistant
Ms Malgorzata Milczarek (PL), Project Manager
Mr Lorenzo Munar (ES), Project Manager
Ms Kate Palmer (UK), Administrative Agent — OSH Projects and networking
Ms Zinta Podniece (LV), Project Manager
Ms Katalin Sas (FI), Project Manager
Ms Elke Schneider (AT), Project Manager
Ms Michaela Seifert (AT), Project Officer
Mr Adrian Mark Suarez (UK), Project Manager
Ms Laura Maria Tirsolea (RO), Administrative Assistant
Ms Mónica Vega (ES), Personal Assistant

COMMUNICATION AND PROMOTION UNIT

Mr Andrew Smith (UK), Head of Unit
 Mr Xabier Altube (ES), ICT Officer
 Ms Mónica Azaola (ES), Personal Assistant
 Ms Angela Barrau (NL), Communications Assistant
 Ms Nataliya Dimitrova (BG), Administrative Agent — Web Editor
 Mr Simone Gentilini (IT), Administrative Agent — ICT and Business Analyst
 Ms Nadia Groppelli (IT), Administrative Agent — ICT
 Mr Alban Guillerm (FR), ICT Manager
 Ms Ana Izaguirre (ES), ICT Officer
 Ms Heike Klempa (AT), Campaigns Manager
 Ms Miren Larrinaga (ES), Administrative Assistant
 Ms Estibaliz Martínez (ES), Administrative Agent — Finance
 Mr Gorka Moral (ES), Administrative Agent — Webmaster
 Ms Birgit Müller (DE), Communications Officer
 Ms Manuela Pegoraro (IT), Communications Officer — Web Editor
 Ms Paola Piccarolo (IT), Communications Officer
 Ms Violaine Roggeri (FR), Communications Assistant
 Mr Bruno Thiébaud (FR), Communications Manager
 Mr David Tijero (ES), Administrative Assistant
 Ms Pascale Turlotte (FR), Finance Assistant
 Ms Maria José Urkidi (ES), Administrative Agent
 Ms Marta Urrutia (ES), Corporate Promotions Manager

NETWORK SECRETARIAT

Mr Jesper Bejer (DK), Network Manager
 Mr Gabor Makarész (HU), Quality and Finance Officer
 Ms Micaela Kristof (UK), Administrative Assistant
 Ms Brenda O'Brien (IE), Manager — Brussels Liaison Office
 Ms Elena Ortega (ES), Legal Advisor
 Ms Ilaria Piccioli (IT), Administrative Agent (OSH Projects and Networking)
 Ms Dagmar Radler (DE), Administrative Assistant
 Mr Tim Tregenza (UK), Network Manager
 Ms Usua Uribe (ES), Administrative Assistant

RESOURCE AND SERVICE CENTRE

Ms Françoise Murillo (FR), Head of Unit
 Mr Philippe Baillet (BE), Finance Officer
 Ms Susana Bilbao (ES), Administrative Assistant — Documentation
 Ms Mari Carmen de la Cruz (ES), Administrative Agent — Finance
 Mr Juan Carlos Del Campo (ES), Accountant
 Ms Iraide Estrataetxe (ES), Administrative Agent — Documentation
 Ms Silvia Grados (ES), Administrative Agent — General Services
 Ms Begoña S. Graña (ES), Administrative Assistant
 Ms Catia Marigo (IT), Human Resources Manager
 Ms Agnieszka Mudrak (PL), Administrative Assistant
 Ms Marta de Prado (ES), Administrative Agent
 Ms Yolanda Ortega (ES), Finance Assistant
 Ms Fabienne Rousseille (FR), Administrative Assistant
 Ms Noelia Ruiz (ES), Administrative Assistant
 Ms Azucena Urtasun (ES), Finance Assistant

Annex 5

Focal points (as of December 2013)

Focal points, in more than 30 countries, coordinate and disseminate information from the Agency within their individual countries, as well as providing feedback and recommendations. Typically the lead OSH organisation in their respective countries, they are the Agency's official

representatives at national level. They contribute to the development of the Agency's information services and campaign activities. As well as the 28 EU Member States, focal points have also been established in the EFTA countries and EU candidate and potential candidate countries.

FOCAL POINTS OF THE EU MEMBER STATES

AUSTRIA

**Bundesministerium für Arbeit, Soziales
und Konsumentenschutz**

Sektion Arbeitsrecht und Zentral-Arbeitsinspektorat
Stubenring 1
1010 Vienna
AUSTRIA

Contact person: Mag. Martina HÄCKEL-BUCHER
Tel. +43 1711002274
E-mail: AT.FocalPoint@bmask.gv.at

BELGIUM

**Federal Public Service Employment, Labour and Social
Dialogue**

Federale Overheidsdienst Werkgelegenheid, Arbeid en
Sociaal Overleg
Ernest Blerotstraat 1
1070 Brussels

BELGIUM
Contact person: Mr Frank DEHASQUE
Tel. +32 22334228
E-mail: focalpoint@werk.belgie.be

BULGARIA

Ministry of Labour and Social Policy
 Department of Safety and Health at Work
 2 Triaditza Street
 1051 Sofia
 BULGARIA
 Contact person: Ms Darina KONOVA
 Tel. +359 28119518
 E-mail: d.konova@mlsp.government.bg

CROATIA

Ministry of Labour and Pension System
 Ulica grada Vukovara 78
 10 000 Zagreb
 CROATIA
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 E-mail: zdravko.muratti@mrms.hr

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Ministry of Labour and Social Insurance
 Department of Labour Inspection
 12, Apellis Street
 1080 Nicosia
 CYPRUS
 Contact person: Mr Anastassios YIANNAKI
 Tel. +357 22405623
 E-mail: info@dli.mlsi.gov.cy

CZECH REPUBLIC

Ministry of Labour and Social Affairs
 Na Porícním právu 1
 128 01 Prague 2
 CZECH REPUBLIC
 Contact person: Ms Daniela KUBÍČKOVÁ
 Tel. +420 221922344
 E-mail: daniela.kubickova@mpsv.cz

DENMARK

Danish Working Environment Authority
Arbejdstilsynet
 Landskronagade 33, Postboks 1228
 0900 Copenhagen Ø
 DENMARK
 Contact person: Mr Müzeyyen BOZTROPRAK
 Tel. +45 72208515
 Email: mboz@at.dk

ESTONIA

Ministry of Social Affairs
 Labour Department
 Gonsiori 29
 10147 Tallinn
 ESTONIA
 Contact person: Ms Kristel PLANGI
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 E-mail: kristel.plangi@ti.ee

FINLAND

Ministry of Social Affairs and Health
 Department for Occupational Safety and Health
 PO Box 536
 FI-33101 Tampere
 FINLAND
 Contact person: Ms Liisa HAKALA
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 E-mail: liisa.hakala@stm.fi

FRANCE

**Ministère du Travail, de l'Emploi, de la Formation
 professionnelle et du Dialogue social**
 Direction des relations du travail (DRT/CT)
 39–43 quai André Citroën
 75739 Paris Cedex 15
 FRANCE
 Mr Olivier MEUNIER
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GERMANY

Bundesministerium für Arbeit und Soziales
 Referat IIIb2 — Grundsatzfragen des Arbeitsschutzes
 Wilhelmstrasse 49
 10117 Berlin
 GERMANY
 Contact person: Mr Reinhard GERBER
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GREECE

Ministry of Employment and Social Protection

40, Pireos Str.

101 82 Athens

GREECE

Contact person: Mr Antonios CHRISTODOULOU

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HUNGARY

OMMF — Hungarian Labour Inspectorate

Pf.75

1476 Budapest

HUNGARY

Contact person: Ms Katalin BALOGH

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IRELAND

Health and Safety Authority

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IRELAND

Contact person: Ms Annette SLATER

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ITALY

Istituto Nazionale per l'Assicurazione contro gli Infortuni sul Lavoro (INAIL)

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00144 Roma

ITALY

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LATVIA

State Labour Inspectorate of the Republic of Latvia

Kr. Valdemara, 38

Riga, LV-1010

LATVIA

Ms Linda MATISANE

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LITHUANIA

Technical Supervision Service

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LITHUANIA

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LUXEMBOURG

Inspection du Travail et des Mines

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4360 Esch-sur-Alzette

LUXEMBOURG

Contact person: Mr John SCHNEIDER

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MALTA

Occupational Health and Safety Authority

Communications and PR Division

17, Edgar Ferro' Street

Pieta'

PTA 1533

MALTA

Contact person: Mr Remigio BARTOLO

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NETHERLANDS

TNO Work & Employment

Postbus 718

2130 AS Hoofddorp

NETHERLANDS

Contact person: Mr Jos DE LANGE

Tel. +31 235549393

E-mail: tno-focalpointnederland@tno.nl

POLAND

Central Institute for Labour Protection

National Labour Institute

ul. Czerniakowska 16

00-701 Warsaw

POLAND

Contact person: Mr Wiktor Marek ZAWIESKA

Tel. +48 226233697

E-mail: focalpoint.pl@ciop.pl

PORTUGAL**Autoridade para as Condições de Trabalho**

Av. Fernao Magalhaes 47-1º

3000-117 COIMBRA

PORTUGAL

Contact person: Ms Emilia TELO

Tel. +351 39400013

E-mail: emilia.telo@act.gov.pt

ROMANIA**Institutul Național de Cercetare -Dezvoltare pentru Protecția Muncii "Alexandru Darabont"**

Str. B-dul Ghencea, nr. 35 A sector 6

061695 București

ROMANIA

Contact person: Ms Ioana Georgiana NICOLESCU

Tel. +40 213133158

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SLOVAKIA**Narodny Inspektorat Prace**

Masarykova 10

040 01 Kosice

SLOVAKIA

Contact person: Ms Laurencia JANCUROVA

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SLOVENIA**Ministry of Labour, Family, Social Affairs and Equal Opportunities**

Kotnikova, 28

1000 Ljubljana

SLOVENIA

Contact person: Ms Vladka KOMEL

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SPAIN**Instituto Nacional de Seguridad e Higiene en el Trabajo**

c/Torrelaguna 73

28027 Madrid

SPAIN

Contact person: Ms Belén PEREZ AZNAR

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SWEDEN**Arbetsmiljöverket**

Information Unit

Lindhagensgatan 133

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SWEDEN

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UNITED KINGDOM**Health and Safety Executive**

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Tothill Street

London

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UNITED KINGDOM

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E-mail: uk.focalpoint@hse.gsi.gov.uk

OBSERVERS**European Commission — Employment, Social Affairs and Equal Opportunities DG**

Rue de la Loi 200

1049 Brussels

BELGIUM

Contact person: awaiting new name

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1210 Brussels

BELGIUM

Contact person: Ms Judith KIRTON-DARLING

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BELGIUM

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FOCAL POINTS OF THE EFTA COUNTRIES

ICELAND

Administration for Occupational Safety and Health

Bildshofdi 16

110 Reykjavik

ICELAND

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LIECHTENSTEIN

Amt für Volkswirtschaft

Health and Safety at Work

Gerberweg, 5

9490 Vaduz

LIECHTENSTEIN

Contact person: Mr Robert HASSLER

Tel. +423 2366871

E-mail: robert.hassler@avw.llv.li

NORWAY

Norwegian Labour Inspection Authority

Statens hus

7468 Trondheim

NORWAY

Contact person: Ms Gro OLSVOLD

Tel. +47 73199700

E-mail: gro.olsvold@arbeidstilsynet.no

SWITZERLAND

SECO — Staatssekretariat für Wirtschaft

Effingerstrasse 31

3003 Bern

SWITZERLAND

Contact person: Mr Eduard BRUNNER

Tel. +41 313238968

E-mail: eduard.brunner@seco.admin.ch

FOCAL POINTS OF THE CANDIDATE COUNTRIES AND POTENTIAL CANDIDATE COUNTRIES

ALBANIA

State Inspectorate of Labour

Rr. Kavajes No 53

Tirana

ALBANIA

Contact person: Ms Frosina GJINO

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E-mail: fgjino@hotmail.com

FORMER YUGOSLAV REPUBLIC OF MACEDONIA

Macedonian Occupational Safety and Health Association

29 noemvri br. 50

1000 Skopje

FORMER YUGOSLAV REPUBLIC OF MACEDONIA

Contact person: Mr Ljupcho KOCHOVSKI

Tel. +389 22774868

E-mail: ljupco.k@mzzpr.org.mk

KOSOVO under UNSCR 1244

Ministry of Labour and Social Welfare

Str. "UCK" No. 1

10000 Pristina

KOSOVO under UNSCR 1244

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Tel. + 381 3820026502

E-mail: Agim.Millaku@ks-gov.net

MONTENEGRO

Ministry of Labour and Social Welfare

Labour Inspection for Safety at Work

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MNE-20000 Podgorica

MONTENEGRO

Contact person: Mr Zlatko POPOVIC

Tel. + 382 20655513

E-mail: zlatkopuznr@t-com.me

SERBIA

Ministry of Labour, Employment and Social Policy

Occupational Safety and Health Directorate

Nemanjina 22–26

SR-11000 Belgrade

SERBIA

Contact person: Mr Miodrag LONCOVIC

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TURKEY

Ministry of Labour and Social Security

General Directorate of Occupational Health and Safety

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Annex 6

Overview of focal point network activities

Country	Network partners	Social partners	Meetings	Comments
Albania	46	35	3	
Austria	45	4	2	
Belgium	90	8	2	
Bulgaria	11	6	0*	*Bulgaria has a mailing group. Decisions such as promotional campaigns and ECAP are taken at the meetings of the National Working Conditions Council, which is the national body of the tripartite dialogue in the sphere of OSH. There are also regional and sectoral Working Conditions Councils, to which some issues are addressed if necessary.
Croatia	27	4	2	
Cyprus	16	10	3	
Czech Republic	15	2	2	
Denmark	78	6	3	
Estonia	27	2	3	
Finland	11	7	4	
France	23	10	–	
Former Yugoslav Republic of Macedonia	7	4	3	
Germany	15	2	0*	*Numerous personal contacts on several occasions between FOP and network members and between network members, for example at fairs, exhibitions and events, and many contacts/discussions/consultations/agreements via phone, e-mail, no concrete meeting with all members.
Greece	128	1*	5	*Please consider that concerning the declared 'Number of social partners' the one mentioned above is an umbrella organisation, named Hellenic Institute for Occupational Health and Safety (ELINYAE), founded by and representing the most significant employees (GSEE) and employers (SEV) organisations at national level.
Hungary	18	6	3	

Iceland	9*	11**	6	*No formal network. Liaison with the executive board of the AOSH. **11 social partners in the Board of AOSH.
Ireland	16	6	2	
Italy	70	20	3	
Kosovo	–	–	–	
Latvia	7	5	3	
Liechtenstein	–	–	–	No feedback received
Lithuania	32	7	–	
Luxembourg	11	3	–	
Malta	22	15	6	
Montenegro	–	–	–	No feedback received
Netherlands	12	6	3	
Norway	13	9	0*	*Two meetings had to be cancelled
Poland	39	4	1	
Portugal	137	10	–	
Romania	–	–	–	No feedback received
Serbia	0	3	0	
Slovakia	29	14	2	
Slovenia	26	8	1	
Spain	74	9	5	No feedback received
Sweden	16	10	4	
Switzerland	11	2	2	
Turkey	–	–	–	No feedback received
United Kingdom	17	3	2	

Annex 7

Official campaign partners 2013

Companies and associations from the private and public sector have joined forces with us in the Healthy Workplaces Campaigns. The campaign partners help to publicise the importance of occupational safety and health through a variety of activities, including conferences, seminars and

training sessions. Engaging with large-scale organisations can be particularly effective, since it means that our messages can reach small and medium-sized enterprises through the supply chains that those large organisations have.

Acciona Energia

Air Liquide

Air Liquide Welding

Allergan Pharmaceuticals

ArcelorMittal Distribution Solutions SA

Baxter International

Behavioural Science Technology International

Bilfinger Berger SE

BUSINESSEUROPE

Capital Safety Group

CEOC International

Comité Syndical Européen de l'éducation

Confédération Européenne des Entreprises de Travaux

Confédération Européenne des Syndicats Indépendants (CESI)

Confederation of European Paper Industries

Contractor Safety Management

Delphi

DuPont International Operations SARL

Electrocomponents plc

Employee Assistance European Forum

EPC Groupe

European Academy of Dermatology and Venereology

European Aggregates Association

European Association of Craft, Small and Medium-Sized Enterprises

European Association of National Productivity Centres

European Association of Paritarian Institutions

European Biosafety Network

European Builders Confederation

European Centre of Employers and Enterprises providing Public services

European Chemical Industry Council

European Chemical Transport Association aisbl — ivzw

European Cockpit Association

European Federation for Welding, Joining and Cutting

European Federation of Building and Woodworkers

European Federation of Food, Agriculture and Tourism Trade Unions

European Federation of National Maintenance Societies vzw

European Industrial Gases Association

European Industrial Minerals Association

European League Against Rheumatism

European Mine, Chemical and Energy Workers' Federation

European Network Education and Training in Occupational Safety and Health

European Network for Silica

European Network of Safety and Health Professional Organisations

European Operating Room Nurses Association

European Respiratory Society

European Safety Federation

European Solvents Industry Group

European Technology Platform on Industrial Safety

European Textile Services Association

European Trade Union Confederation

European Transport Safety Council

European Transport Workers' Federation

European Virtual Institute for Integrated Risk Management

European Wind Energy Association

FCC Servicios Ciudadanos

Fédération de l'Industrie Européenne de la Construction

Federation of European Risk Management Associations

Federation of Occupational Health Nurses within the European Union

Federation of the European Ergonomic Societies

Fit for Work

Fulgar S.p.A

Gamesa

General Electric Energy

GEOPA-COPA

Golder Associates

Granite Services International

Heineken International

Iberdrola

Ideal Standard International

Intel International BV

International Federation of Musicians

International Institute of Risk and Safety Management

International Safety and Health Construction Coordinators Organization

International SOS

Klöckner & Co SE

OMV

Pain Alliance Europe

Pirelli Tyre SpA

Sentis

Siemens

Sofidel

Standing Committee of European Doctors

Steinbeis Advanced Risk Technologies (R-Tech)

Syndex

The Engineering Equipment & Materials Users' Association

Toyota Material Handling Europe

Union Internationale des Entrepreneurs de Peinture

Annex 8

Topic centre

Our topic centre is a consortium of national safety and health institutions under contract to collect and analyse existing national data to support key areas of the Agency's work.

LEAD ORGANISATION

Työterveyslaitos (FIOH)
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PARTNER ORGANISATIONS

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POLAND

Institut für Arbeitsschutz der Deutschen Gesetzlichen Unfallversicherung (IFA/DGUV)
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GERMANY

Hellenic Institute for Occupational Health and Safety (ELINYAE)
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GREECE

Health and Safety Executive (HSE.HSL)
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Merseyside
L20 7HS
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75680 Paris Cedex 14
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Instituto Nacional de Seguridad e Higiene en el Trabajo (INSHT)
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28027 Madrid
SPAIN

Istituto Nazionale Assicurazione contro gli Infortuni sul Lavoro (INAIL)
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ITALY

National Research Centre for the Working Environment (NRCWE)
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Munkahigiénés és Foglalkozás-egészségügyi Főosztály
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Annex 9

Publications 2013

Print copies of reports, brochures and other publications can be ordered via EU Bookshop (<http://bookshop.europa.eu>).

All publications can be downloaded free of charge from the Agency's website (<http://osha.europa.eu/publications>).

Corporate publications

<https://osha.europa.eu/en/publications/corporate>



Annual Report 2012: keeping Europe's workers safe, now and in the future

Available in English — 68 pages
Catalogue number: TEAB13001ENC

Annual Report 2012 — Summary

Available in 24 languages — 6 pages
Catalogue number: TEAB13001XXN

EU-OSHA MULTI-ANNUAL

STRATEGIC PROGRAMME (MSP) 2014-2020

Available in 3 languages — 27 pages

2013 Annual Management Plan & Work Programme

Available in English – 29 pages

Information reports

<http://osha.europa.eu/en/publications/reports>



Foresight on new and emerging risks to occupational safety and health associated with new technologies in green jobs by 2020

Available in English — 216 pages
Catalogue number: TERO12003ENC

Foresight on new and emerging risks to occupational safety and health - Summary Available in 24 languages — 44 pages

Catalogue number: TERO11004XXC

Diverse cultures at work: ensuring safety and health through leadership and participation

Available in English — 74 pages
Catalogue number: TEWE13001ENN

Analysis of the determinants of workplace occupational safety and health practice in a selection of EU Member States

Available in English — 72 pages
Catalogue number: TERO13002ENC

Analysis of the determinants of workplace occupational safety and health practice in a selection of EU Member States – Executive Summary

Available in 8 languages — 6 pages
Catalogue number: TERO13001XXC

Occupational safety and health in the wind energy sector

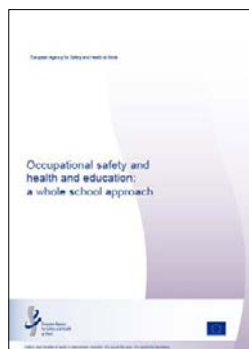
Available in English — 77 pages
Catalogue number: TERO13008ENN

New risks and trends in the health and safety of women at work

Available in English — 385 pages
Catalogue number: TERO13003ENN

Literature reviews

http://osha.europa.eu/en/publications/literature_reviews



Occupational safety and health and education: a whole school approach

Available in English — 102 pages
Catalogue number: TE3213112ENN

Priorities for occupational safety and health research in Europe: 2013-2020

Available in English — 107 pages
Catalogue number: TEWE13003ENN

Wellbeing at work: creating a positive work environment

Available in English — 127 pages
Catalogue number: TEWE13002ENN

Campaign material

European good practice awards 2012-13

Available in English — 32 pages
Catalogue number: TEAL13001ENC

E-facts

<http://osha.europa.eu/en/publications/e-facts>



E-fact 68: OSH and small-scale solar energy applications

E-fact 69: Hazard identification checklist: OSH risks associated with small-scale solar energy applications

E-fact 70: Occupational safety and health issues associated with green building

E-fact 71: Hazard identification checklist: occupational safety and health issues associated with green building

E-fact 72: Tools for the management of nanomaterials in the workplace and prevention measures

E-fact 73: Nanomaterials in the healthcare sector – occupational risks and prevention

E-fact 74: Nanomaterials in maintenance work – occupational risks and prevention

E-fact 75: Dangerous substances and successful workplace communication

E-fact 76: Wellbeing at work: creating a positive work environment

E-fact 77: OiRA promotion and implementation strategy

E-fact 78: Involving young workers in OSH

Audiovisual



DVD — NAPO in: No laughing matter (Slips and trips)

Available in 24 languages
Catalogue number: TE0313155ENZ

DVD - Pablo's Winter, by Chico Pereira (UK)

Winner of the Healthy Workplaces Film Award 2012
Available in 24 languages

Annex 10

Finance 2013/2012

Actual financial implementation

The table includes payments and carry-over generated on the year (figures in euros).

	Final budget 2013	Actual implementation 2013	Final implementation 2012
Revenues			
European Union subsidy	15 071 880	14 845 233	14 047 222
European Commission earmarked funds (IPA III, Older Workers)	2 208 740 ⁽¹⁾	769 542	1 660 916 ⁽²⁾
Other subsidies	180 000	180 000	200 000
Other revenues	p.m.	1 271	3 050
Total revenue	17 460 620	15 796 046	15 911 188
Expenditure			
<i>Title I</i>	5 197 417	5 113 393	5 100 480
Staff costs (salaries, allowances and other staff costs)	5 197 417	5 113 393	5 100 480
<i>Title II</i>	2 027 875	1 999 448	1 623 620
Buildings, equipment and miscellaneous operating expenditure	2 027 875	1 999 448	1 623 620
<i>Title III</i>	8 026 588	7 977 933	7 509 157
Prevention and research	3 249 930	3 239 183	2 018 756
Communication, campaign and promotion	3 440 190	3 420 978	4 322 740
Networking and coordination	1 336 468	1 317 772	1 167 661
Subtotal expenditure	15 251 880	15 090 774	14 233 257
<i>Title IV - Earmarked activities (1)</i>	2 208 740	1 956 660	400 891
GRAND TOTAL	17 460 620	17 047 433	14 634 148

(1) In 2013, the total appropriations for the earmarked projects 'IPA III' and 'Older Workers' is EUR 2 208 740 and corresponds to the total unspent in 2012 (EUR 1 439 198) and related revenue cashed in 2013 (EUR 769 542).

(2) With regard to the earmarked projects 'IPA III' and 'Older Workers' (running respectively until 2014 and 2015) in 2012, out of the total amount of EUR 1 660 916 the amount of EUR 400 891 (24.1 %) was committed and EUR 221 718 (13.3 %) was paid in 2012. The unspent total (EUR 1 439 198) was made available in 2013 in both revenue and expenditure.

Annex 11

Governing Board assessment and analysis of the Authorising Officer's Annual Activity Report for the financial year 2013

The Governing Board,

Having regard to Council Regulation (EC) No 2062/94 of 18 July 1994 and subsequent amendments,

Having regard to the Financial Regulation of the European Agency for Safety and Health at Work of 15 January 2014 and in particular Article 47 therein,

Having regard to the 2013 Annual Management Plan of the Agency adopted by the Governing Board on 3 December 2012,

Having regard to the Annual Activity Report of the Authorising Officer of the European Agency for Safety and Health at Work for the year 2013,

1. considers that the Annual Activity Report 2013 represents a comprehensive and transparent account of the Agency's activities and results of the year; takes note that the Director had no reservation to report;
2. welcomes the results presented in the Annual Activity Report and the contribution provided by the Agency in developing, gathering and providing reliable and relevant information, analysis and tools to advance knowledge, raise awareness and exchange OSH information and good practice across Europe;
3. notes that the Agency has proved to be a recognised leader promoting healthy and safe workplaces across Europe as evidenced by a high engagement of stakeholders in its activities, visibility on the Internet and press coverage;
4. notes the high implementation rate of the outputs foreseen in the Annual Management Plan; underlines the Agency's efforts to process work without additional human resources as evidenced by the Older Workers activity commissioned by the European Parliament;
5. welcomes the notable progress made by the Agency in relation to the implementation of the budget, which is in total equal to 98.9% and to 99.4% as for Title III;
6. acknowledges that the Agency implemented the first cut (cancellation of 1 AST post in the establishment plan) to comply with the political agreement on the 2014–2020 Multiannual Financial Framework;
7. welcomes the internal control systems established at the Agency, as demonstrated by the building blocks of assurance, including: audits by the European Court of Auditors, and by the Internal Audit Service, exhaustive ex-ante controls;
8. supports the Agency's efforts to enhance quality in its outputs and further efficiency in its working arrangements;
9. welcomes the adoption of the Agency's Multi-annual Strategic Programme 2014–2020 and a new set of performance indicators, which will provide an operational framework for future action whilst contributing to the broader EU Strategy 2020;
10. considers that the necessary steps have been taken during 2013 to ensure the implementation of the recommendations of the Inter-institutional Working Group on the Future of the Agencies; in particular welcomes the introduction of Activity Based Management/Activity Based Budgeting/Activity Based Costing in 2014 as a result of the preparatory work in 2013;

11. welcomes the breakthrough in the negotiations of the Seat Agreement between the Agency and the Kingdom of Spain and looks forward to its implementation;
12. welcomes the Director's decision to move to new premises in Bilbao, which improved the working conditions of staff as well as resulted in significant savings in the rental costs (Title II), thereby increasing efficiency;
13. stresses the importance of tri-partism at the EU and national level to ensure the effective functioning of the Agency and its focal points;
14. considers that the information provided in the Annual Activity Report gives the Governing Board reasonable assurance that the resources available to EU-OSHA in 2013 were used for their intended purpose and in accordance with the principles of sound financial management. Furthermore, the control procedures in place give necessary guarantees concerning the legality and regularity of the underlying transactions.

Károly György
Chairperson of the Governing Board
Bilbao, 12 June 2014

European Agency for Safety and Health at Work

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The **European Agency for Safety and Health at Work (EU-OSHA)** contributes to making Europe a safer, healthier and more productive place to work. The Agency researches, develops, and distributes reliable, balanced, and impartial safety and health information and organises pan-European awareness raising campaigns. Set up by the European Union in 1996 and based in Bilbao, Spain, the Agency brings together representatives from the European Commission, Member State governments, employers' and workers' organisations, as well as leading experts in each of the EU Member States and beyond.

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